



BOARD OF COMMISSIONERS

BOARD OF COUNTY COMMISSIONERS MEETING

9:00 AM, WEDNESDAY, MAY 17, 2023

Barnes Sawyer Rooms - Deschutes Services Building

(541) 388-6570 | www.deschutes.org

REVISED AGENDA

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

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

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

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

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

- To join the meeting from a computer, copy and paste this link: bit.ly/3h3oqD.
- To join by phone, call 253-215-8782 and enter webinar ID # 899 4635 9970 followed by the passcode 013510.
- If joining by a browser, use the raise hand icon to indicate you would like to provide public comment, if and when allowed. If using a phone, press *6 to indicate you would like to speak and *9 to unmute yourself when you are called on.



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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

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

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

CONSENT AGENDA

- [1.](#) Approval of Board Order No. 2023-21 to establish a no-parking zone in Oregon Water Wonderland II
- [2.](#) Authorization to grant a Public Utility Easement to the City of Bend over a portion of County-owned property
- [3.](#) Approval of Board Order No. 2023-019 to rename Pronghorn Club Drive to Juniper Preserve Drive
- [4.](#) Approval of a Notice of Intent to Award a contract for inmate food and commissary services to Summit Food Services, LLC
5. Approval of minutes of April 17 and 19, 2023 BOCC meetings

ACTION ITEMS

- [6.](#) **9:10 AM** Presentation from Visit Central Oregon
- [7.](#) **9:40 AM** Grant application to the Substance Abuse and Mental Health Services Administration for Community Behavioral Health Clinic Improvement and Advancement
- [8.](#) **9:50 AM** Approval of Oregon Health Authority grant amendment #173133-9 for Mobile Crisis Intervention Services
- [9.](#) **10:10 AM** FY 2024 Proposed Fee Schedule Changes

OTHER ITEMS

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

EXECUTIVE SESSION

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

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

ADJOURN



BOARD OF COMMISSIONERS

AGENDA REQUEST AND STAFF REPORT

MEETING DATE: May 17, 2023

SUBJECT: Approval of Board Order No. 2023-21 to establish a no-parking zone in Oregon Water Wonderland II

RECOMMENDED MOTION:

Move approval of Board Order 2023-021 to establish a lawful no-parking zone on Snow Goose Court and Snow Goose Road

BACKGROUND AND POLICY IMPLICATIONS:

The Oregon Water Wonderland, Unit II (OWW2) subdivision, south of Sunriver, operates a private marina located at 56070 Snow Goose Court for the use of property owners and guests. The roads within the subdivision are local access roads that are maintained by the property owner's association. These roads are publicly owned and under the jurisdiction of Deschutes County per ORS 368.031.

OWW2 has observed unauthorized public use of the private marina, and has requested a no-parking designation on a limited portion of Snow Goose Road and the full length of Snow Goose Court.

As requested by the property owner's association, Board Order 2023-021 establishes a lawful no-parking zone on Snow Goose Court and on Snow Goose Road, 200 feet in each direction of its intersection with Snow Goose Court. The association believes the no-parking zone will eliminate or reduce the unauthorized public use of the private marina. The association will be responsible for posting and placement of standard no-parking signage.

BUDGET IMPACTS:

None

ATTENDANCE:

Chris Doty, Road Department
Chad Carpenter, Mile High Community Management

No Parking Designation in OWW2

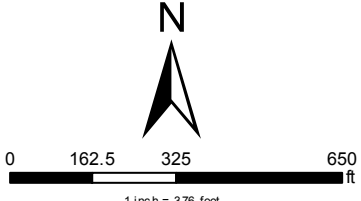
Board Order 2023-021



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community, Deschutes County GIS



Date: 5/5/2023



REVIEWED
LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

An Order Establishing a No Parking Zone
Within the Public Right of Way on or Adjacent
to *Snow Goose Road and Snow Goose Court*
in Deschutes County, Oregon and Directing
Signs Be Posted.

*
*
*
*
*
*
*
*

ORDER NO. 2023-021

WHEREAS, the parking of vehicles on the public right-of-way on and adjacent to Snow Goose Road) within *200 feet each side of the intersection with Snow Goose Court and Snow Goose Court* within Deschutes County, Oregon, constitutes a safety hazard to the traveling public; and

WHEREAS, it appears necessary that parking of vehicles not be allowed within the public right-of-way on or adjacent to *Snow Goose Road* on both sides of the road within *200 feet each side of the intersection with Snow Goose Court and Snow Goose Court*; and

WHEREAS, ORS 810.160 provides Deschutes County authority to regulate, control or prohibit parking vehicles upon public roads under their jurisdiction; now, therefore,

THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON HEREBY ORDERS as follows:

Section 1. That a No Parking Zone be established for the public right-of-way on or adjacent to the traveled portion *Snow Goose Road* on both sides of the road within *200 feet each side of the intersection with Snow Goose Court and Snow Goose Court*; Deschutes County, Oregon

Section 2. That the Road Department, Homeowners Association, or other designated road maintenance entity, shall install appropriate signs giving notice of the No-Parking Zone per ORS 810.160 (4).

Section 3. That the signs installed pursuant to this order comply with the provisions of ORS 810.160.

Section 4 That this no-parking zone will be in effect upon signature of this Order by the Board of County Commissioners.

Section 6. That this Order shall be recorded with the Deschutes County Clerk.

DATED this _____ day of _____, 2023.

BOARD OF COUNTY COMMISSIONERS
OF DESCHUTES COUNTY, OREGON

ANTHONY DEBONE, CHAIR

ATTEST:

PATTI ADAIR, VICE CHAIR

Recording Secretary

PHIL CHANG, COMMISSIONER



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: May 17, 2023

SUBJECT: Grant a Public Utility Easement to the City of Bend over a portion of County-owned property

RECOMMENDED MOTION:

Move approval of Chair signature of Document No. 2023-466 granting a Public Utility Easement to the City of Bend over a portion of County-owned property located adjacent to the Adult Parole & Probation Building on the Public Safety Campus known as Map and Tax Lot 171217D000100.

BACKGROUND AND POLICY IMPLICATIONS:

In January 2022, your Board approved the expansion of the Adult Parole & Probation Building on the Public Safety Campus.

Through the City of Bend’s permit review and approval process for the project, the City required a new fire hydrant adjacent to the building. Additionally, during the City’s review process, it was determined that the existing 8” water line that provides fire protection and water service to the building no longer met the City’s engineering standards. The City’s new standards require separate water lines for fire protection and general water service to the building with a double-check valve in a vault adjacent to right-of-way. The areas that include the new fire hydrant and vaults also require granting a Public Utility Easement to the City to access and maintain the new infrastructure as needed.

It was also determined that a portion of the existing PUE established when the property was originally developed, is no longer needed and therefore the City is releasing a section of the easement.

BUDGET IMPACTS:

Recording fees.

ATTENDANCE:

Kristie Bollinger, Property Manager
Eric Nielsen, Capital Improvement Manager

After recording, please return to:
City of Bend
710 NW Wall Street
Bend, OR 97703
Attn: Private Development Engineering

PUBLIC UTILITY EASEMENT

Deschutes County, Grantor(s), owner of the property, described in Exhibit “A” (Property), conveys and warrants the following City Water Main easement, (Easement) described in Exhibit “A” and shown in Exhibit “B”.

This Easement is granted on the following terms and conditions:

1. The Easement shall be a perpetual right for the purpose of providing City Water to the City of Bend, (Grantee).
2. Grantee has the right to install, construct, inspect, operate, repair, and replace utility facilities, including the right to excavate and fill trenches, within the Easement, which right includes all necessary access to accomplish this work.
3. All improvements or obstructions including landscaping, fencing, driveways and any other form or type of improvement within the Easement areas are subject to disruption, alteration and/or removal with no cost to the City of Bend. The City reserves the right to charge as necessary for such costs.
4. Grantor(s) shall not erect any structures on or within the Easement, but may use the surface of the Easement provided such use does not interfere with City’s use of the Easement.
5. Grantor(s) shall not in any way interfere with the public use of the Easement. Grantor’s use of the Easement may not interfere with City’s construction, installation, operation and/or maintenance of its Easement.
6. The parties agree that there is sufficient consideration for the Easement.
7. Grantor(s) warrants and represents that they have the right to grant this Easement.

PUBLIC UTILITY EASEMENT
Deschutes County – Adult Parole and Probation
PRDOC202206059 / PRINF202203084 / PRAD202108089 / PLMOD20210999
Deschutes County c/o Property Management
PO Box 6005, Bend OR 97708

Deschutes County
Document No. #2023-466

- 8. This Easement is binding on the Grantor(s) and the Grantor's heirs, successors, and assigns.
- 9. Grantor(s) shall comply with all applicable provisions of the Bend Code.
- 10. All exhibits are incorporated into this Agreement.

DATED this _____ day of _____, 2023

GRANTOR:

_____/_____
(Signature) (Title)

Deschutes County
Grantor

State of Oregon)
)
County of Deschutes)

This instrument was acknowledged before me on _____, by

_____ as _____ as Grantor.
(Name) (Title)

Notary Public for Oregon
My commission expires _____

CITY OF BEND

Accepted By: _____
(Signature)

Deanna Fraley
Assistant City Engineer

State of Oregon)
)
County of Deschutes)

This instrument was acknowledged before me on _____, by
Deanna Fraley as Assistant City Engineer of the City of Bend.

Notary Public for Oregon
My commission expires _____

Exhibit A (Original wet stamped legals)

PUBLIC UTILITY EASEMENT
Deschutes County – Adult Parole and Probation
PRDOC202206059 / PRINF202203084 / PRAD202108089 / PLMOD20210999
Deschutes County c/o Property Management
PO Box 6005, Bend OR 97708

Deschutes County
Document No. #2023-466

Exhibit B (Original wet stamped legals)

PUBLIC UTILITY EASEMENT
Deschutes County – Adult Parole and Probation
PRDOC202206059 / PRINF202203084 / PRAD202108089 / PLMOD20210999
Deschutes County c/o Property Management
PO Box 6005, Bend OR 97708

Deschutes County
Document No. #2023-466

Page **5** of **8**

PUBLIC UTILITY EASEMENT
Deschutes County – Adult Parole and Probation
PRDOC202206059 / PRINF202203084 / PRAD202108089 / PLMOD20210999
Deschutes County c/o Property Management
PO Box 6005, Bend OR 97708

Deschutes County
Document No. #2023-466
Page **6** of **8**

PUBLIC UTILITY EASEMENT
Deschutes County – Adult Parole and Probation
PRDOC202206059 / PRINF202203084 / PRAD202108089 / PLMOD20210999
Deschutes County c/o Property Management
PO Box 6005, Bend OR 97708

Deschutes County
Document No. #2023-466

Page 7 of 8

PUBLIC UTILITY EASEMENT
Deschutes County – Adult Parole and Probation
PRDOC202206059 / PRINF202203084 / PRAD202108089 / PLMOD20210999
Deschutes County c/o Property Management
PO Box 6005, Bend OR 97708

Deschutes County
Document No. #2023-466

**EXHIBIT A
LEGAL DESCRIPTION
Water Easement**

Two strips of land, lying within Parcel 1, Partition Plat No. 2011-1, located in the Northeast Quarter of the Southeast quarter (NE1/4 SE1/4) of Section 17, Township 17 South, Range 12 East, Willamette Meridian, City of Bend, Deschutes County, Oregon, being more particularly described as follows:

Strip 1

A twenty (20.00) foot strip of land, lying ten (10.00) feet on each side of the following described centerline:

Commencing at Point "G", as described in Centerline #4 on Water Easement Deed recorded May 23, 1997, Instrument No. 448-2585, Deschutes County Records, from which the southeast corner of said Section 17 bears South 36°20'58" East a distance of 2,074.98 feet; thence along said Centerline #4, North 00°00'00" West a distance of 29.57 feet; thence leaving said Centerline #4, North 84°48'28" East a distance of 10.04 feet to the **True Point of Beginning** of this centerline, being on the east sideline of said Water Easement; thence leaving said east sideline, North 84°48'28" East a distance of 26.91 feet to the **Terminus** of this centerline.

Strip 2

A five (5.00) foot strip of land, lying two and a half (2.50) feet on each side of the following described centerline:

Commencing at Point "L", as described in Centerline #5 on Water Easement Deed recorded May 23, 1997, Instrument No. 448-2585, Deschutes County Records, from which the southeast corner of said Section 17 bears South 34°14'58" East a distance of 2,007.75 feet; thence along said Centerline #5, South 75°00'00" East a distance of 24.20 feet; thence leaving said Centerline #5, North 15°00'51" East a distance of 10.00 feet to the **True Point of Beginning** of this centerline, being on the north sideline of said Water Easement; thence leaving said north sideline, North 15°00'51" East a distance of 4.00 feet to the **Terminus** of this centerline.

See attached map titled "EXHIBIT B", hereby incorporated by reference.

The sidelines at the True Points of Beginning shall shorten or lengthen to terminate at said Water Easement. The sidelines at the Termini shall form right angles to the centerlines.

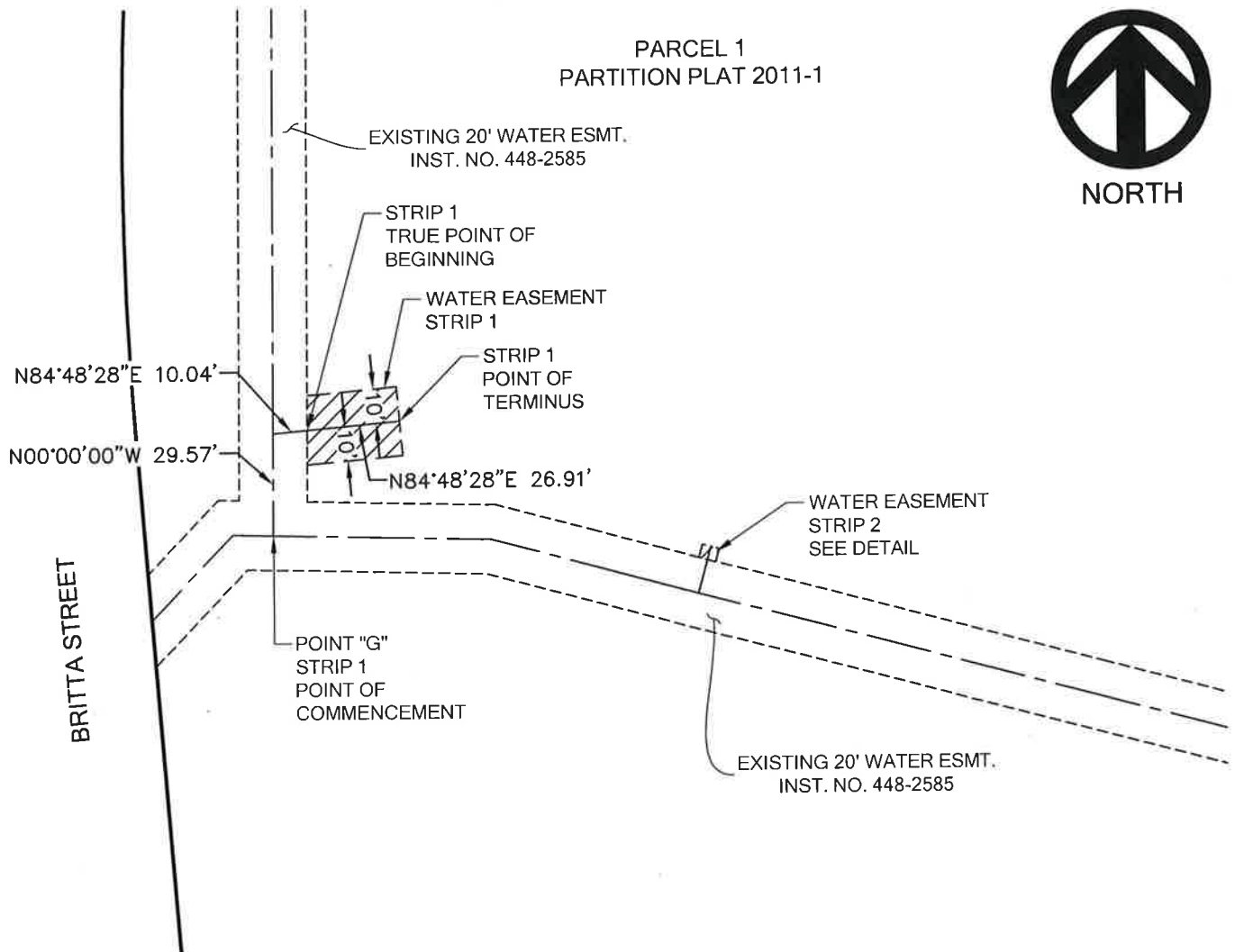
REGISTERED
PROFESSIONAL
LAND SURVEYOR
Patrick Gage Cole 5/22/23
OREGON
JULY 10, 2007
PATRICK GAGE COLE
79157

EXPIRES: 12/31/23

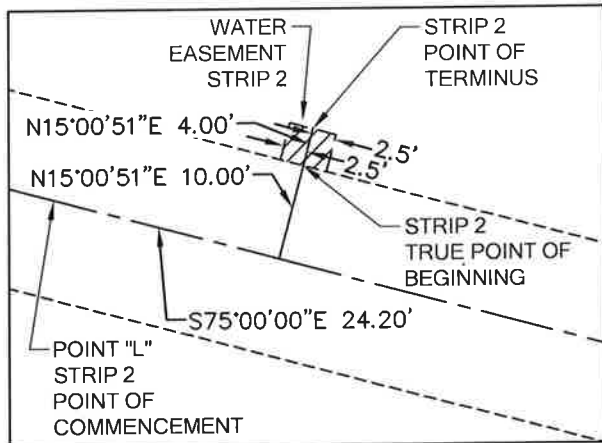
EXHIBIT B

LOCATED IN THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER (NE1/4 SE1/4)
OF SECTION 17, TOWNSHIP 17 SOUTH, RANGE 12 EAST, W.M.,
CITY OF BEND, DESCHUTES COUNTY, OREGON

PARCEL 1
PARTITION PLAT 2011-1



DETAIL
SCALE: 1"=20'



REGISTERED
PROFESSIONAL
LAND SURVEYOR

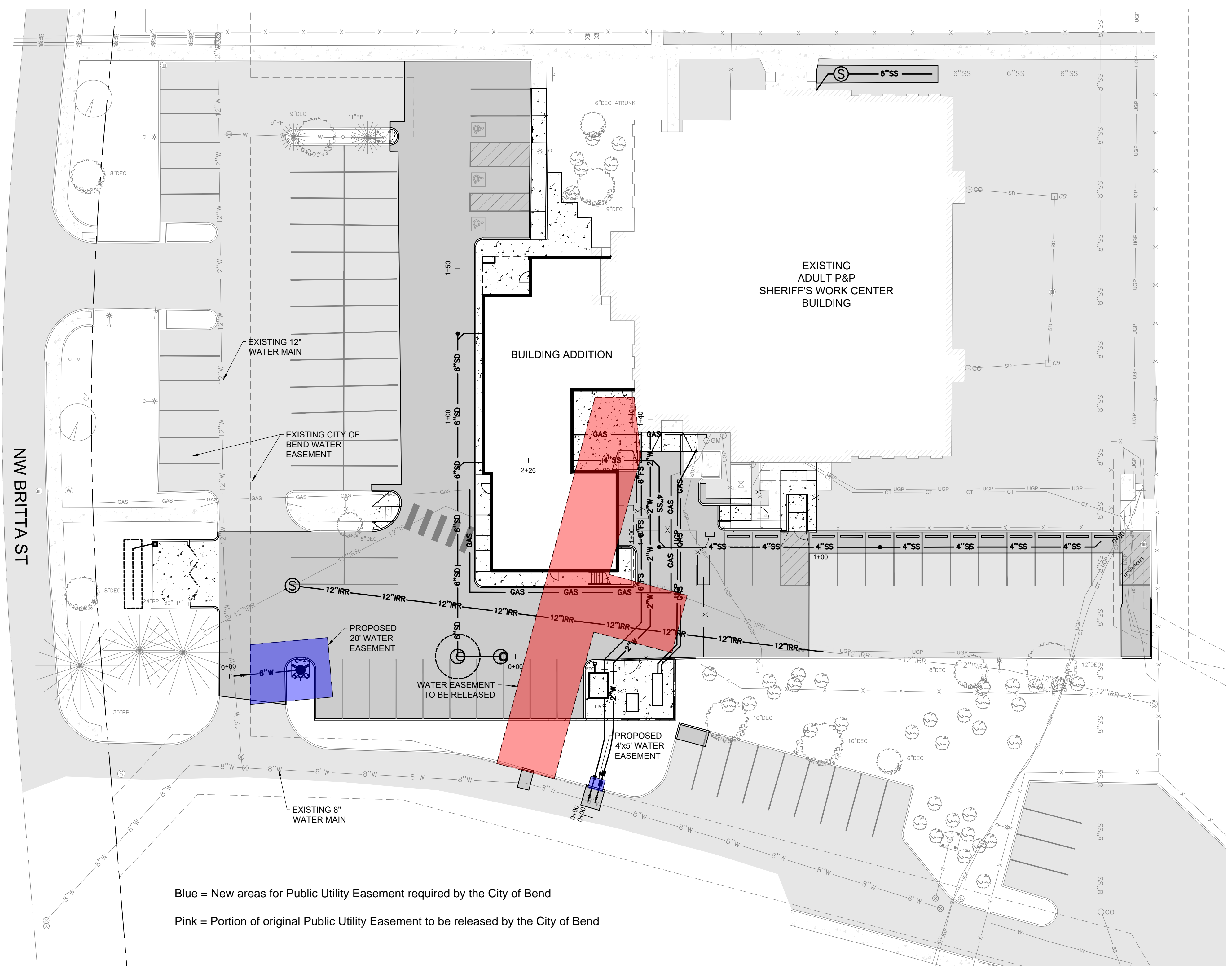
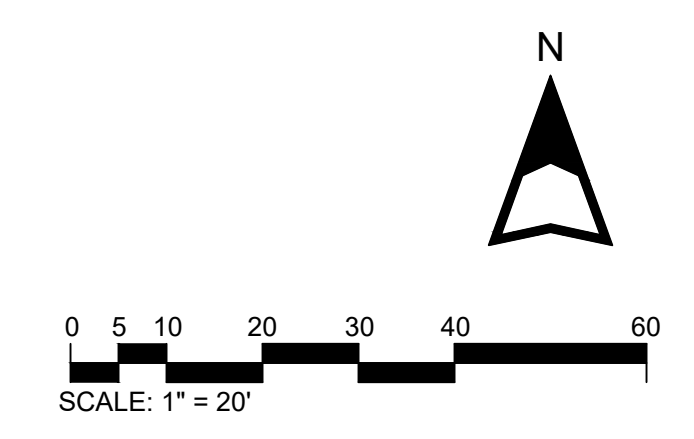
Handwritten signature and date: Patrick Gage Cole 3/22/23

OREGON
JULY 10, 2007
PATRICK GAGE COLE
79157

EXPIRES: 12/31/23

S:\Land Projects\190410-Des Co P and P Renovation\dwg\190410-Water Easements.dwg Mar 22, 2023

HWA CIVIL ENGINEERING SURVEYING PLANNING	CITY OF BEND WATER EASEMENT		SHEET 1/1
	DESCHUTES COUNTY		
	SCALE: 1" = 50'	DRAWN BY: AQR	DATE: 3/22/2023



Blue = New areas for Public Utility Easement required by the City of Bend
 Pink = Portion of original Public Utility Easement to be released by the City of Bend



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: May 17, 2023

SUBJECT: Approval of Board Order No. 2023-019 to rename Pronghorn Club Drive to Juniper Preserve Drive

RECOMMENDED MOTION:

Move approval of Board Order 2023-019 to assign the name Juniper Preserve Drive to a private road extending north from Powell Butte Highway.

BACKGROUND AND POLICY IMPLICATIONS:

The road to be named extends for approximately 4.1 miles to the North of Powell Butte Highway. This private road is currently named Pronghorn Club Drive, and an abutting property owner has requested to change the name to Juniper Preserve Drive. A staff report was issued on May 3, 2023, approving the proposed road name request, and Board Order 2023-019 implements this approval. The Board held a work session for the proposed road name request on May 10, 2023.

BUDGET IMPACTS:

None.

ATTENDANCE:

Audrey Stuart, Associate Planner, CDD



MEMORANDUM

TO: Board of County Commissioners

FROM: Audrey Stuart, Associate Planner

DATE: May 9, 2023

SUBJECT: May 17th Consent Agenda item for consideration of Board Signature on Order number 2023-019 for the proposed Road Name Assignment of Juniper Preserve Drive (CDD File No. 247-23-000110-RN)

Background

A representative of an abutting property owner, Pronghorn Holdings LLC, initiated this road naming request as a land use application for a road naming change. No new development is proposed as part of this road naming application.

The existing private road extends for approximately 4.1 miles to the North of Powell Butte Highway and terminates at 65765 Pronghorn Club Drive. Thirteen properties have frontage on the subject road and these properties include undeveloped residential lots, common areas for Pronghorn Destination Resort, and roads segments that were platted as separate lots.

Staff Decision

The Community Development Department (CDD) reviewed the requested road name assignment under file no. 247-23-000110-RN. In consultation with the Deschutes County Property Address Coordinator, staff reviewed the proposed name of Juniper Preserve Drive. Staff found this proposed name complied with the standards of DCC 16.16.030(E)(1) and (2).

Under DCC 16.16.030(B), public comments on the proposed road name are limited to those parties owning property abutting the affected road or having an address on the affected road. Staff mailed notice of the application to these parties on February 24, 2023, and a notice of the staff decision was mailed on May 3, 2023.

The staff decision became final on May 15, 2023. Staff has scheduled a May 17, 2023 meeting with the Board to consider signature of Board Order 2023-019, which implements approval of Juniper Preserve Drive under file 247-23-000110-RN.

Enclosures: CDD Staff Findings and Decision (247-23-000110-RN)
Board Order 2021-030
Road Location Map



FINDINGS AND DECISION

FILE NUMBER: 247-23-00110-RN

APPLICANT: Ralph Giffin

REQUEST: The applicant requests to rename an existing local access road from Pronghorn Club Drive to Juniper Preserve Drive.

STAFF CONTACT: Audrey Stuart, Associate Planner

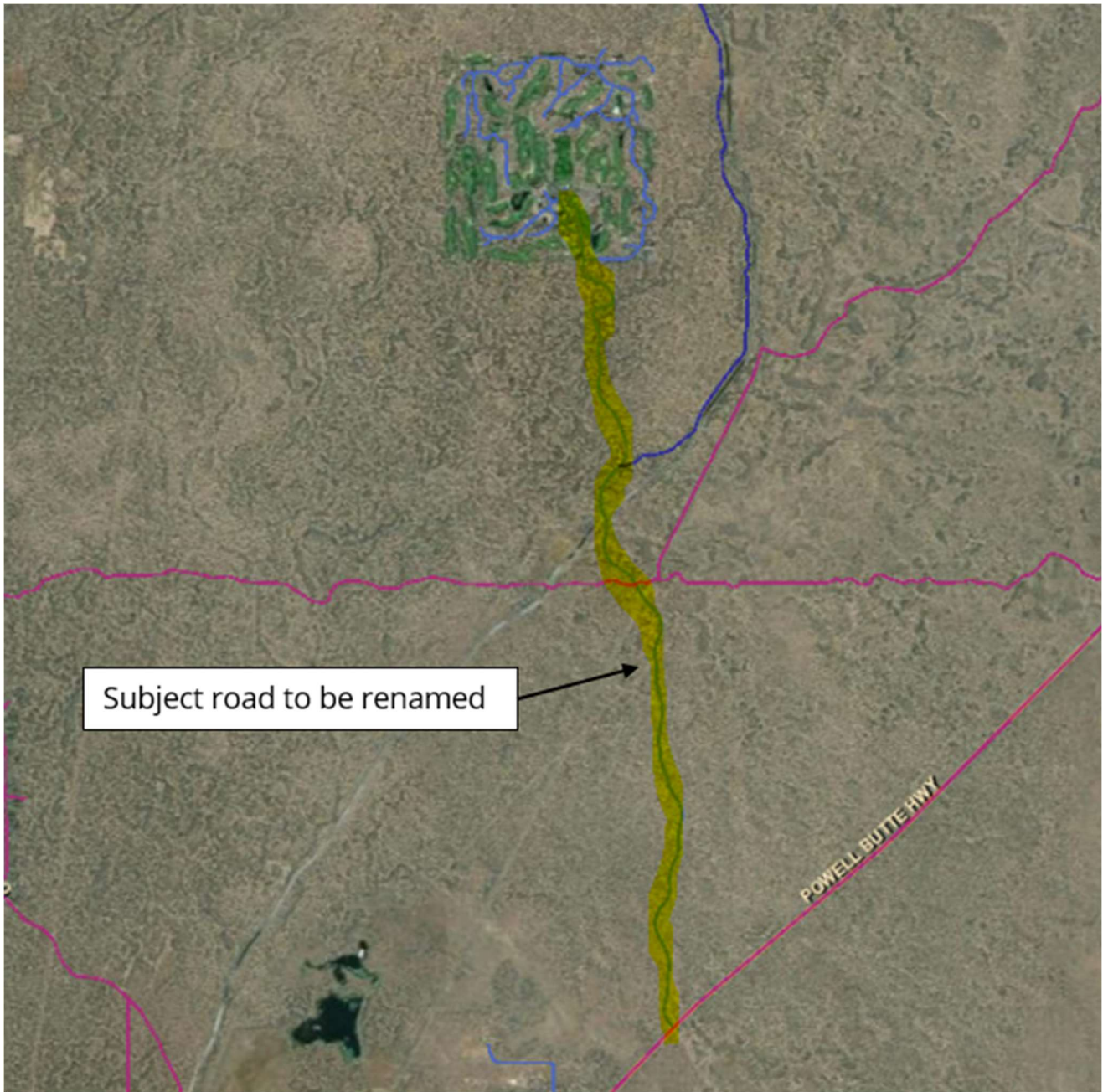
I. APPLICABLE CRITERIA:

Deschutes County Code (DCC)
 Title 16, Addresses and Road Names
 Chapter 16.16, Road Naming
 Title 22, Deschutes County Development Procedures Ordinance

II. BASIC FINDINGS:

LOCATION: The subject area is a local access road which extends north from Powell Butte Highway, and is approximately four miles long. The subject local access road passes through public land owned by Bureau of Land Management (BLM) for approximately 3.5 miles before terminating within the core area of Pronghorn Destination Resort. The properties with frontage along the subject road are all either owned by BLM or located within Pronghorn Destination Resort. The road is further described as being located on Tax Maps 16-13-00, 16-13-16, and 17-13-00.

Figure 1: Map of Subject Area



Pursuant to Deschutes County Code (DCC) 16.16.030, the applicant, Ralph Giffin, initiated the application to establish the new name for the local access road on February 17, 2023.

AFFECTED PROPERTIES: The following properties have frontage on, and take access from, this road¹.

ADDRESS	LEGAL DESCRIPTION
---------	-------------------

¹ Staff notes that within Pronghorn Destination Resort, the road right-of-way for Pronghorn Club Drive is platted as separate parcels, including Tax Lot 600 on Assessor’s Map 16-13-16D and Tax Lot 200 on Assessor’s Map 16-13-16C.

No assigned address	17-13-00, Tax Lot 100
No assigned address	16-13-00, Tax Lot 100
No assigned address	16-13-16D, Tax Lot 101
65595 Pronghorn Club Dr	16-13-16D, Tax Lot 300
No assigned address	16-13-16DC, Tax Lot 100
65700 Pronghorn Club Dr	16-13-16D, Tax Lot 800
No assigned address	16-13-16DC, Tax Lot 2400
No assigned address	16-13-16DC, Tax Lot 2600
65651 Pronghorn Club Dr	16-13-16DC, Tax Lot 2700
65661 Pronghorn Club Dr	16-13-16DC, Tax Lot 2800
65671 Pronghorn Club Dr	16-13-16CD, Tax Lot 2800
65681 Pronghorn Club Dr	16-13-16CD, Tax Lot 2900
23000 Ghost Tree Ln	16-13-16CA, Tax Lot 90000

REVIEW PERIOD: The subject application was submitted on February 17, 2023, and remaining application materials were submitted on March 2, 2023. This application will be reviewed in accordance with DCC 16.16 and requires final approval by the Board of County Commissioners (BOCC) per DCC 16.16.030(I).

PUBLIC AGENCY COMMENTS: The Planning Division mailed notice on February 24, 2023 to several public agencies and received the following comments:

Deschutes County Address Coordinator, Tracy Griffin

9-1-1 has no concern for confusion for this road name change proposal to change Pronghorn Club Drive to Juniper Preserve Drive. There are two structures, the clubhouse and the pool complex; four undeveloped residential properties and the Jack Nicklaus Signature Golf Course (including structures) with addresses that will need to be changed. Once the road dedication is complete I will determine new addresses and submit address change letters to the property owners.

Deschutes County Senior Transportation Planner, Peter Russell:

I have reviewed the transmittal materials for 247-23-000110-RN to rename Pronghorn Club Drive to Juniper Preserve Drive; this private road is found on County Assessor’s Tax Map 16-13-00, 16-13-16, and 17-13-00. This private road extends approximately four miles between Powell Butte Highway and the former Pronghorn destination resort which has since been renamed Juniper Preserve. Staff is agnostic on the renaming of this existing private road, but notes in the Road Department database there are already seven roads containing the name Juniper and only three with Pronghorn. Staff will defer to the Property Address Coordinator if this may proposed renaming may cause confusion to 9-1-1 or other first responders.

The following agencies did not respond to the notice: 911, Deschutes County Road Department, Deschutes County Sheriff’s Office, Deschutes County Surveyor, Redmond Area Parks and Recreation

District, Redmond Fire and Rescue, Redmond School District 2J, State Wastermater’s Office, Pronghorn Estates LLC, and Bureau of Land Management.

PUBLIC COMMENTS: Notice was mailed to the affected properties on February 24, 2023, per DCC 16.16.030(B). The affected properties are all owned by four property owners, which include BLM and three organizations affiliated with Pronghorn. The applicant also posted a proposed road name sign. No public comments were received.

III. CONCLUSIONARY FINDINGS:

CHAPTER 16.16, ROAD NAMING

Section 16.16.010, Road Naming Authority.

- A. Deschutes County, through the Community Development Department, shall have the authority to and shall assign road names to roads requiring names as provided in DCC 16.16.**

FINDING: The subject road naming application is being reviewed by the Deschutes County Community Development Department. This criterion is met.

Section 16.16.020, Unnamed Roads.

All unnamed public and private roads and other roadways which provide access to three or more tax lots, or which are more than 1,320 feet in length, shall be assigned a name in accordance with the procedures in DCC 16.16.030.

FINDING: The subject local access road provides access to 13 tax lots. The name Pronghorn Club Drive was previously assigned to this road and the original name was assigned in accordance with the procedures in DCC 16.16.030. Based on the length of the subject road and the number of lots served, staff finds the subject access road is required to be assigned a name. This criterion will be met.

Section 16.16.030, Procedures for Naming New Roads.

- A. Application.**
 - 1. The naming of a road may be initiated by the Community Development Department, Planning Commission, the Board, or by application of adjacent property owners, developers, or public agencies which may be affected by road names.**

FINDING: Staff notes the subject local access road was previously assigned the name Pronghorn Club Drive and is therefore not a new road. However, pursuant to DCC 16.16.040(C), road name changes are subject to the standards and procedures in DCC 16.16.030. Therefore, staff addresses applicable standards below even though the subject road is an existing road to be renamed.

This application was initiated by Ralph Giffin on behalf of Pronghorn Holdings LLC, the property owner of Tax Lot 101 on Assessor’s Map 16-13-16D. A Road Naming application was filed with Deschutes County on February 17, 2023. This criterion is met.

- 2. An application to name a road shall be submitted to the Community Development Department and shall include, at a minimum, the following:**
 - a. Name of applicant;**
 - b. Location of road by description and or map;**
 - c. Legal status of road, if known;**
 - d. Proposed road name, with two alternate proposed names;**
 - e. Reason for name request;**
 - f. Petition(s) attached, if any, and**
 - g. Fee, if any, as established by the Board.**

FINDING: The applicant submitted application materials and the required fee on February 17, 2023. The application materials indicated the preferred road name of Juniper Preserve Drive. Staff requested two alternative names per DCC 16.16.030(2)(D), as well as clarification of the extent and location of the road to be renamed. The applicant responded in an email dated March 2, 2023, and all other information was provided or gathered through staff research. Staff therefore finds these criteria are met.

- B. Notice of a proposed name assignment shall be sent to all persons owning property abutting the affected road or having an address on the affected road. Such notices shall be sent within 10 days of the receipt of an application, if any, or other action initiating the proposed road name assignment.**
- C. Persons receiving notice under DCC 16.16.030(B) shall promptly notify any tenants or other occupants of the affected property of the proposed road name assignment.**
- D. Any person receiving notice under DCC 16.16.030(B) above may comment in writing on the proposed name within 10 days from the date of notice.**

FINDING: On February 24, 2023, staff mailed notice of this pending application to all property owners abutting the subject road to be named. The mailed notice included a statement requiring the recipient to notify any tenants or other occupants of the affected properties of the proposed road name assignment. No public comments were received. These criteria are met.

- E. Standards**
 - 1. General. The proposed road name shall:**
 - a. Be limited to a maximum of two words.**
 - b. Not duplicate existing road names, except for continuations of existing roads.**
 - c. Not sound so similar to other roads as to be confusing.**
 - d. Not use compass directions such as North, East, South, etc., as part of the road name.**
 - e. Not use designations such as Loop, Way, Place, etc., as part of the road**

- name.*
- f. Improve or clarify the identification of the area.**
- g. Use historical names, when possible.**
- h. Reflect a consensus of sentiment of affected property owners and occupants, when possible, subject to the other standards contained in DCC 16.16.030.**

FINDING: The applicant submitted three proposed names and indicated that Juniper Preserve Drive was the preferred name. The two alternative names that were provided are Huntington Drive and Troon Drive.

There is currently one road in Deschutes County with an assigned name of Huntington Road. Staff finds this alternative name does not meet the criteria of DCC 16.16.030(E)(1)(b) and is therefore not a valid option. Despite the slight difference between Huntington *Road* and Huntington *Drive*, staff finds this proposed road name to be a duplicate.

Similarly, there is currently a road in Deschutes County with an assigned name of Troon Avenue. Staff therefore finds the proposed alternative name of Troon Drive duplicates an existing road name, and does not comply with DCC 16.16.030(E)(1)(b).

Juniper Preserve Drive does not duplicate an existing road name in Deschutes County and nor does it sound similar enough to other road names to be confusing. Staff notes the word 'juniper' is used in other road names within Deschutes County, but Juniper Preserve is distinct enough that staff finds it complies with DCC 16.16.030(E)(1)(c). Staff finds this proposed road name does not use compass directions, or use designations as part of the road name.

The application form indicates the reason for the proposed name change is that the name of the resort is changing. The subject local access road provides the only point of access into Pronghorn Destination Resort, and staff finds updating the road name to match the future name of the destination resort will aid in navigation. As noted above, staff mailed notice of the proposed road name change to impacted property owners on February 24, 2023, and no comments were received in opposition.

- 2. Particular Roads. The proposed road name shall also conform to the following standards:**
 - a. North/South roads shall be called "roads" or "streets."**
 - b. East/West roads shall be called "avenues."**
 - c. Roads dead-ending in a turnaround 1,000 feet or less from their beginning points shall be called "courts."**
 - d. Roads of reduced right-of-way or curving roads of less than 1,000 feet shall be called "lanes" or "terraces."**
 - e. Curving roads longer than 1,000 feet shall be called "drives" or "trails."**
 - f. Roads that deviate slightly from the main course of a road with the same name, are less than 1,000 feet in length, shall be called "places."**
 - g. Roads that are four lanes or more shall be called "boulevards."**

- h. Historical roads shall be called "market roads."***
- i. Roads running at oblique angles to the four points of the compass, less than 1,000 feet in length, shall be called "ways." (See Appendix "D," attached hereto.)***
- j. Roads that begin at and circle back onto the same road, or that are circular or semicircular, shall be called "circles" or "loops."***

FINDING: The subject local access road runs roughly from north to south, but follows a meandering path with a significant number of curves. Within Pronghorn Destination Resort, the subject road curves around a golf course and several common space lots. The road extends for approximately 21,000 feet, and is therefore greater than 1,000 feet in length. Staff finds the description under DCC 16.16.030(E)(2)(e), above, best matches the subject road. Therefore, the proposed suffix of "drive" is appropriate for the proposal.

F. Staff Review and Road Name Assignment: The Community Development Department shall review road name applications and shall assign road names under the following procedure:

- 1. Verify legal status of road with the County Clerk's office and Road Department.***

FINDING: The subject road is a private road and therefore was not created through a deed of dedication. Comments provided by Deschutes County Senior Transportation Planner dated April 3, 2023, verify the legal status of the road based on available records from the Deschutes County Road Department. Staff finds the legal status of the road has been verified and this criterion is met.

- 2. Check proposed road name(s) to avoid duplication or confusing similarity with other existing road names, with those on approved preliminary land divisions and with those approved for future use.***

FINDING: Staff has verified that the proposed name does not duplicate or sound confusingly similar to an existing road name. Comments from the Deschutes County Property Address Coordinator did not identify any issues with the proposed road name, including any conflicts with existing or proposed road names. Staff finds this criterion is met.

- 3. Perform a field check, when necessary.***
- 4. Assist the applicant or other affected person(s) to find alternate names when required.***

FINDING: Staff determined a field check was not necessary, based on the availability of Deschutes County records and information provided by the applicant. The application materials submitted on February 17, 2023, only included one proposed road name. The applicant then provided two alternate road names in an email dated March 2, 2023. Therefore, no assistance was required to help the applicant or other affected persons identify alternate names.

- 5. Notify appropriate persons, departments and agencies of the road name***

application, and request comments.

- 6. Review and consider all comments submitted.**
- 7. Assign a road name in accordance with the standards set forth in DCC 16.16.030(E) above.**

FINDING: A Notice of Application was sent to impacted property owners, and all appropriate departments and agencies. This Notice of Application requested that interested parties submit comments to the record, and no public comments were received. Comments from agency staff were reviewed and considered, and those comments are included in the Basic Findings, above. The assigned name, Juniper Preserve Drive, meets the standards of DCC 16.16.030(E). These criteria are met.

- G. Notice of Staff Decision. Following assignment of a road name by the Community Development Department, notice of the road name assignment shall be sent to all persons entitled to notice under DCC 16.16.030(B).**
- H. Appeal. Affected property owners and occupants shall have the right to appeal the assignment of a road name by the Community Development Department. Such appeals shall be conducted in accordance with the provisions of the Deschutes County Development Procedures Ordinance, except where the provisions of DCC 16.16.030 conflict with the procedures ordinance, in which case the provisions of DCC 16.16.030 shall apply. Affected property owners and occupants shall have 10 days from the date of the staff decision in which to file an appeal. Issues on appeal shall be limited to whether the Community Development Department correctly applied the criteria set forth herein.**

FINDING: A Notice of Staff Decision will be mailed in accordance with the requirements of DCC 16.16.030(B). Affected property owners and occupants shall have 10 days from the date of the staff decision to file an appeal. These criteria will be met.

- I. A road name assignment becomes final when no further right of appeal established herein is possible. Within 10 days of the road name assignment becoming final, the Board shall sign an order establishing the road name as assigned by the Community Development Department.**

FINDING: Within ten (10) days of this decision becoming final and absent an appeal, the proposed road name assignment of Juniper Preserve Drive will become final under Board Order 2023-019. This criterion will be met.

- J. The affected property owners and occupants shall have 180 days from the date of the Board order of road name assignment to begin using the road name.**

FINDING: To ensure compliance, a condition of approval has been added. This criterion will be met.

- K. Notice of Decision. Following the order of the Board naming a road, the Community Development Department shall:**

1. **Notify the applicant requesting the road name of the action**
2. **Send copies of the order naming the road to the following:**
 - a. **Road Department**
 - b. **Assessor's Office and Tax Office**
 - c. **Postmaster**
 - d. **Planning Department**
 - e. **County Clerk's office**
 - f. **Affected telephone and other utilities**
 - g. **Affected fire department(s)**
 - h. **Local school district(s)**
 - i. **Emergency services, i.e., police, fire, 911, etc.**
3. **File the original order naming a new road with County Clerk**
4. **On a monthly basis, the Community Development Department shall publish a list of changed road names in a newspaper of general circulation designated for the purpose of the Board.**

FINDING: A Notice of Decision will be sent out following action by the Board to approve the assigned road name. Notice will be sent to the applicant as well as the agencies listed in DCC 16.16.030(K)(2)(a-i). The original order by the Board will be recorded with the County Clerk. Within one month of final approval by the Board, the road name change will be published in a newspaper of general circulation. These criteria will be met.

Section 16.16.040, Procedures And Standards For Changing Existing Road Names

The following procedures and standards shall apply to the changing of existing road names:

- A. **An existing road name may be changed by the Community Development Department if the existing name:**
 1. **Duplicates a pre-existing road name within the same postal zip code or geographic area;**
 2. **Sounds like or is spelled so similarly to a pre-existing road name in the same postal zip code or geographic area as to cause confusion between the two roads;**
 3. **Is known by more than one name;**
 4. **Is different than the name of the road of which it is a continuation; or**
 5. **Is not consistent with County road naming standards set forth in DCC 16.16.**

FINDING: The application materials indicate the name of the resort is changing and staff finds the name of the resort is closely related to the name of the subject road. The subject road extends off of Powell Butte Highway and provides the only access point to the resort. All of the properties served by the subject road are either located within the resort or are vacant, publically-owned surrounding parcels. Staff finds the subject road meets the standard of DCC 16.16.040(A)(3), above, because directional signage is already utilizing the new resort name, and the road is therefore known by both Pronghorn and Juniper Preserve.

B. In choosing which road name to change as between two or more roads with the same or similar names (affected roads), the department shall consider the following factors:

- 1. The number of properties, developed and undeveloped, abutting each affected road;**
- 2. The length of time a name has been in use to designate each affected road and whether the name used to designate each road has any historic significance;**
- 3. Whether one affected road as named is relatively better known by the general public than the other affected road or roads as named;**
- 4. Any showing that a proposed road name change would be relatively more burdensome to abutting property owners than if another affected road name were changed.**

FINDING: The subject road is not being renamed on the basis that two or more roads have the same or similar names. Staff therefore finds the criteria above do not apply to the subject application.

C. Proposed name changes shall proceed under the process specified under DCC 16.16.030.

FINDING: The subject application is being processed pursuant to the process specified under DCC 16.16.030. The standards of DCC 16.16.030 are addressed above, and staff finds this criterion is met.

IV. CONCLUSION:

Based on the foregoing findings, staff concludes that the proposed road name can comply with the applicable standards and criteria of the Deschutes County Road Naming Ordinance if conditions of approval are met.

Other permits may be required. The applicants are responsible for obtaining any necessary permits from the Deschutes Road Department as well as any required state and federal permits.

The Deschutes County Road Department will coordinate the posting of a new road sign with the Property Address Coordinator. Please coordinate with the Deschutes County Road Department regarding fees related to the creation and installation of the new road sign.

V. DECISION:

APPROVAL, subject to the following conditions of approval.

VI. CONDITIONS OF APPROVAL:

- A.** The affected property owners and occupants shall have 180 days from the date of the Board Order of road name assignment to begin using the road name.
- B.** Applicant shall cause for the installation of new road name signage in accordance with applicable Deschutes County Road Department standards. Applicant may either engage a contractor to furnish and install new road name signage, which will be subject to the applicant or their contractor obtaining a right of way activity permit from the Road Department, or pay the applicable fee to have the Road Department furnish and install new road name signage.

VII. DURATION OF APPROVAL:

This decision becomes final ten (10) days after the date mailed, unless appealed by a party of interest. Issues on appeal shall be limited to whether the Community Development Department correctly applied the criteria set forth herein. To appeal, it is necessary to submit a Notice of Appeal, the appeal fee of \$250.00 and a statement raising any issue relied upon for appeal with sufficient specificity to afford the Hearings Body an adequate opportunity to respond to and resolve each issue.

Within ten (10) days of this decision becoming final and absent an appeal, the Board of County Commissioners shall approve the subject road name assignment pursuant to Board Order 2021-030.

Copies of the application, all documents and evidence submitted by or on behalf of the applicant and applicable criteria are available for inspection at no cost. Copies can be purchased for 25 cents per page.

NOTICE TO MORTGAGEE, LIEN HOLDER, VENDOR OR SELLER: ORS CHAPTER 215 REQUIRES THAT IF YOU RECEIVE THIS NOTICE, IT MUST BE PROMPTLY FORWARDED TO THE PURCHASER.

DESCHUTES COUNTY PLANNING DIVISION



Written by: Audrey Stuart, Assistant Planner

A handwritten signature in black ink, appearing to read "Will Groves". The signature is written in a cursive, flowing style.

Reviewed by: Will Groves, Planning Manager

REVIEWED

LEGAL COUNSEL

05/17/2023 Item #3.

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

An Order Assigning the Name of Juniper Preserve *
Drive to a Private Road Which Extends North * ORDER NO. 2023-019
From Powell Butte Highway, Approximately 2.3 *
Miles Northeast of McGrath Road. *

WHEREAS, Pronghorn Holdings LLC applied to assign a road name pursuant to Deschutes County Code, Title 16, Addresses and Road Names, to assign the name of Juniper Preserve Drive to a private road currently named Pronghorn Club Drive, located in Township 17 South, Range 13 East, Sections 3 and 4, and Township 16 South, Range 13 East, Sections 34, 27, 28, 21, and 16 W.M.; and

WHEREAS, all public notices required to be given under DCC 16.16.030(B) regarding the proposed name have been given; and

WHEREAS, the appeal period for appealing the Community Development Department’s approval expired; and

WHEREAS, DCC 16.16.030(I) requires the road names be assigned by order of the Board of County Commissioners; now, therefore,

THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, HEREBY ORDERS as follows:

Section 1. That the name of Juniper Preserve Drive be assigned to a private road to provide access to the properties at Township 17 South, Range 13 East, Sections 3 and 4, and Township 16 South, Range 13 East, Sections 34, 27, 28, 21, and 16, as set forth in Exhibit “A,” attached hereto and incorporated herein.

///

Dated this _____ of _____, 20__

BOARD OF COUNTY COMMISSIONERS
OF DESCHUTES COUNTY, OREGON

ANTHONY DEBONE, CHAIR

PATTI ADAIR, VICE CHAIR

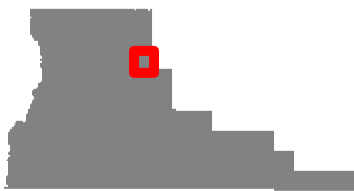
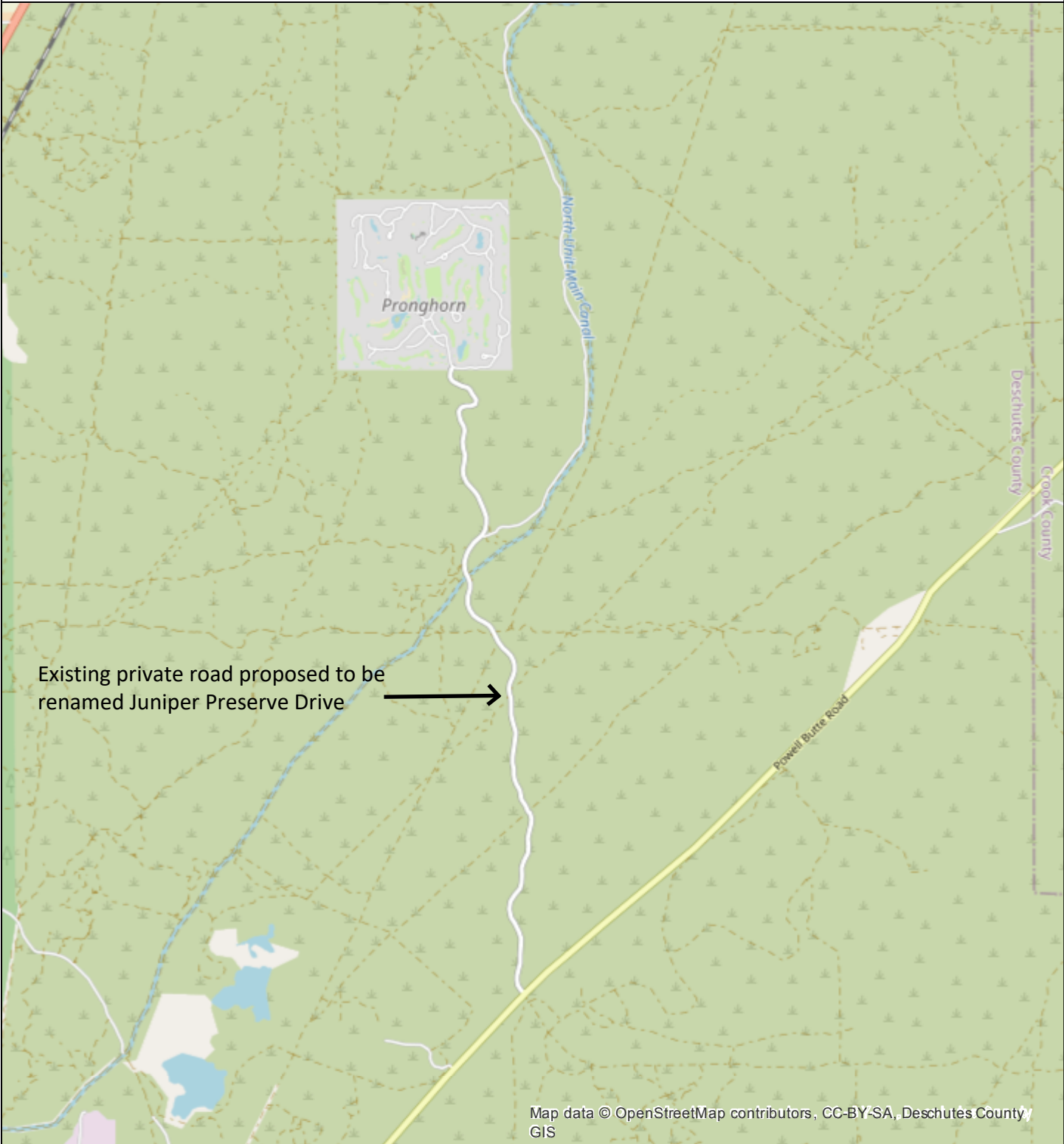
ATTEST:

Recording Secretary

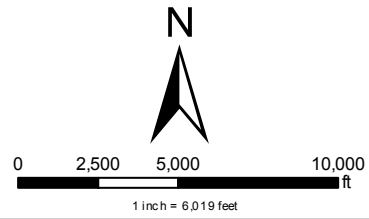
PHIL CHANG, COMMISSIONER

Exhibit A

Board Order 2023-019



Date: 5/2/2023





BOARD OF
COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: May 17, 2023

SUBJECT: Approval of a Notice of Intent to Award a contract for inmate food and commissary services to Summit Food Services, LLC

RECOMMENDED MOTION:

Move approval of Vice Chair signature of a Notice of Intent to Award a contract for inmate food and commissary services to Summit Food Services, LLC.

BACKGROUND AND POLICY IMPLICATIONS:

The Deschutes County Sheriff's Office (DCSO) contracts for inmate food and commissary services for its Adult Jail. Following the issuance of a Request for Proposals for these services, four responses were received. The DCSO recommends the contract be awarded to Summit Food Services, LLC.

ATTENDANCE:

Captain Michael Shults
Lieutenant Brook Van der Zwiep



May 17, 2023

Sent via email & First Class Mail

RE: Deschutes County Adult Jail
Contract for Inmate Food and Commissary Services

NOTICE OF INTENT TO AWARD CONTRACT

On May 3, 2023 the Deschutes County Sheriff's Office (DCSO) considered proposals for the above-referenced project. The DCSO determined that the successful bidder for the project was Summit Food Services, LLC.

This Notice of Intent to Award Contract is issued pursuant to Oregon Revised Statute (ORS) 279B.135. A copy of this Notice of Intent to Award is being provided to each firm or person that submitted a bid or proposal for the project. Any firm or person which believes that they are adversely affected or aggrieved by the intended award of contract set forth in this Notice may submit a written protest within seven (7) calendar days after the issuance of this Notice of Intent to Award Contract to the Board of County Commissioners of Deschutes County, Oregon, Attention Legal Counsel, 1300 NW Wall Street, Bend, OR 97703. **The seven (7) day protest period will expire at 5:00pm on May 24, 2023.**

Any protest must be in writing and specify any grounds upon which the protest is based. Please reference Oregon Administrative Rules (OAR) 137-047-0740. If a protest is filed, a hearing will be scheduled before the Board of County Commissioners of Deschutes County, Oregon, acting as the Contract Review Board, at Deschutes County Services Center, 1300 NW Wall St., Bend, Oregon, 97703.

If no protest is filed within the protest period, this Notice of Intent to Award Contract becomes an Award of Contract without further action by DCSO unless the Board of Commissioners, for good cause, rescinds this Notice before the expiration of the protest period. The successful bidder or proposer on a Deschutes County project is required to execute four (4) copies of the Contract, which will be provided when the contract is negotiated. In addition to the execution

of Contract, the Contractor will be required to provide one or more certificates of insurance together with endorsements naming Deschutes County as an additional insured.

All contract copies will need to be returned to the County for execution. After all parties have signed the contract, a copy of the contract will be forwarded to you along with a notice to proceed.

If you have any questions regarding this Notice of Intent to Award Contract, or the procedures under which the County is proceeding, please contact Sheriff's Office Legal Counsel, 63333 Hwy 20, Bend, OR 97703, telephone 541-617-3369 darryl.nakahira@deschutes.org.

Be advised that if no protest is received within the state time period, the County is authorized to proceed the contract administratively.

Sincerely,

DESCHUTES COUNTY, OREGON

Patti Adair, Vice Chair

cc: Transmitted by email and First Class Mail on May 17, 2023 to all Proposers
(See attached List)

Aramark
C/O Eddie Climer
11540 NE Inverness Drive
Portland, OR 97220
Phone:360-773-8094
Climer-Edward@aramark.com
Romero-David@aramark.com

Summit Food Service
C/O April Lee
3319 W Augusta Ct
Coeur d'Alene, ID 83815
Phone:208-966-1084
April.lee@summitfoodservice.com

Trinity Services Group
C/O Jake Watson
3978 E. Aspen Hill Court
Boise, Idaho 83706
Phone:208-861-5561
Jake.watson@trinityservicesgroup.com

TurnKey Corrections
C/O Rob McAfee
3329 Casey St.
River Falls, WI 54022
Phone: 541-961-3563
Robm@tkc32m.com
tomg@tkc32m.com
matte@tkc32m.com

279B.135 Notice of intent to award. At least seven days before the award of the public contract, unless the contracting agency determined that seven days is impractical under rules adopted under ORS 279A.065, the contracting agency shall post or provide to each bidder or proposer notice of the contracting agency's intent to award a contract. This section does not apply to a contract awarded as a small procurement under ORS 279B.065, an intermediate procurement under ORS 279B.070, a sole-source procurement under ORS 279B.075, an emergency procurement under ORS 279B.080 or a special procurement under ORS 279B.085. The notice and its manner of posting or issuance must conform to rules adopted under ORS 279A.065. [2003 c.794 §64]



BOARD OF
COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: May 17, 2023

SUBJECT: Presentation from Visit Central Oregon

BACKGROUND AND POLICY IMPLICATIONS:

Visit Central Oregon will present key initiatives and results from this fiscal year as well as its budget for next fiscal year.

In the past, this annual presentation was provided during budget week. Partner agency presentations were moved to a time prior to budget week.

ATTENDANCE:

Julia Theisen, CEO, Visit Central Oregon
Mackenzie Ballard, VP Marketing, Visit Central Oregon



**CENTRAL
OREGON**

**BOCC
BUDGET PRESENTATION**

FY 23-24

MAY 17, 2023

CENTRAL OREGON

2022 Regional Economic Impact

- **Total spending increased to \$1.3B (+23.1% YOY)**
- **Tourism-related jobs: 10,270 (+13% YOY)**
- **Employee earnings: \$360M (+22.5% YOY)**
- **Tax receipts: \$28.5M (+14% YOY)**

Data from Dean Runyan Associates

TRAVELER SENTIMENT

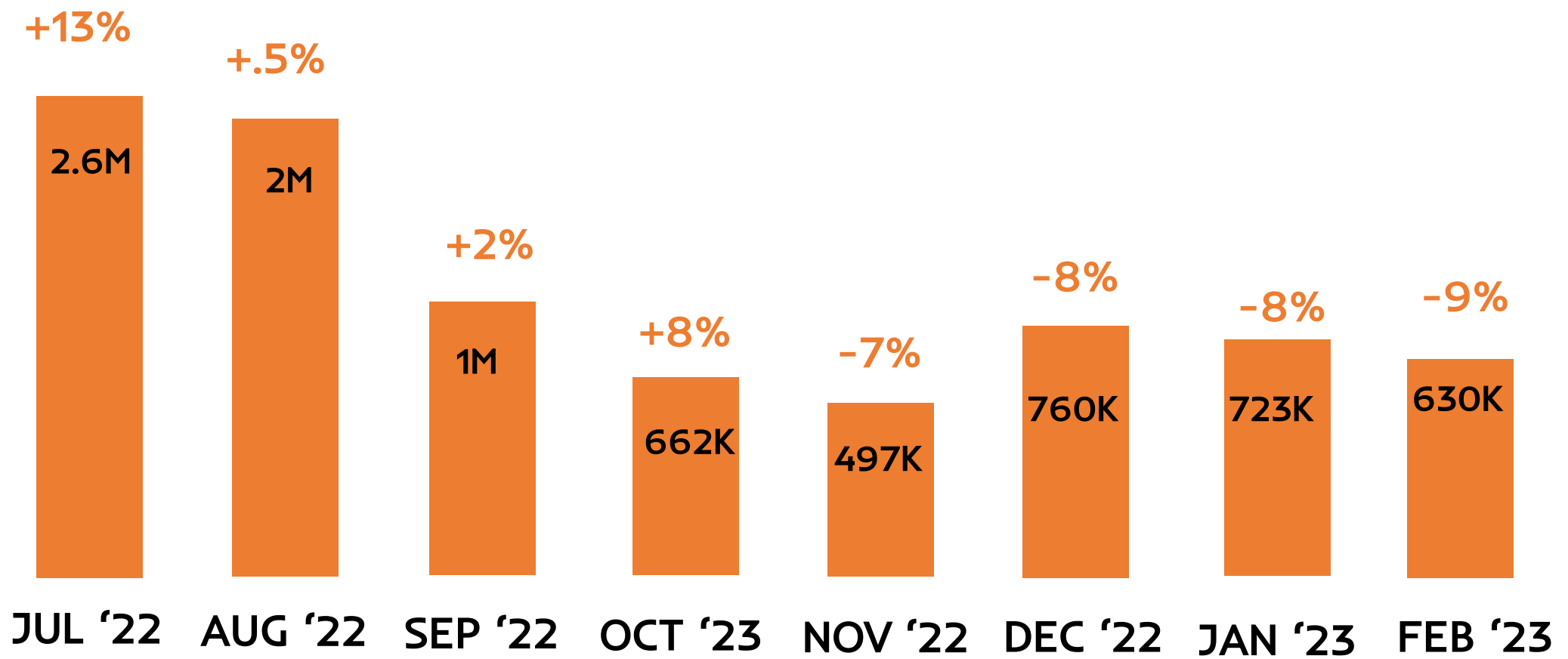
- **55% of U.S. travelers believe the U.S. will enter a recession within the next 6 months**
- **31% say recent inflation in consumer prices has led them to cancel an upcoming trip**
- **55% say travel will be a high priority in their spending over the next 3 months (down from 61% March LY)**

TRAVELER SENTIMENT

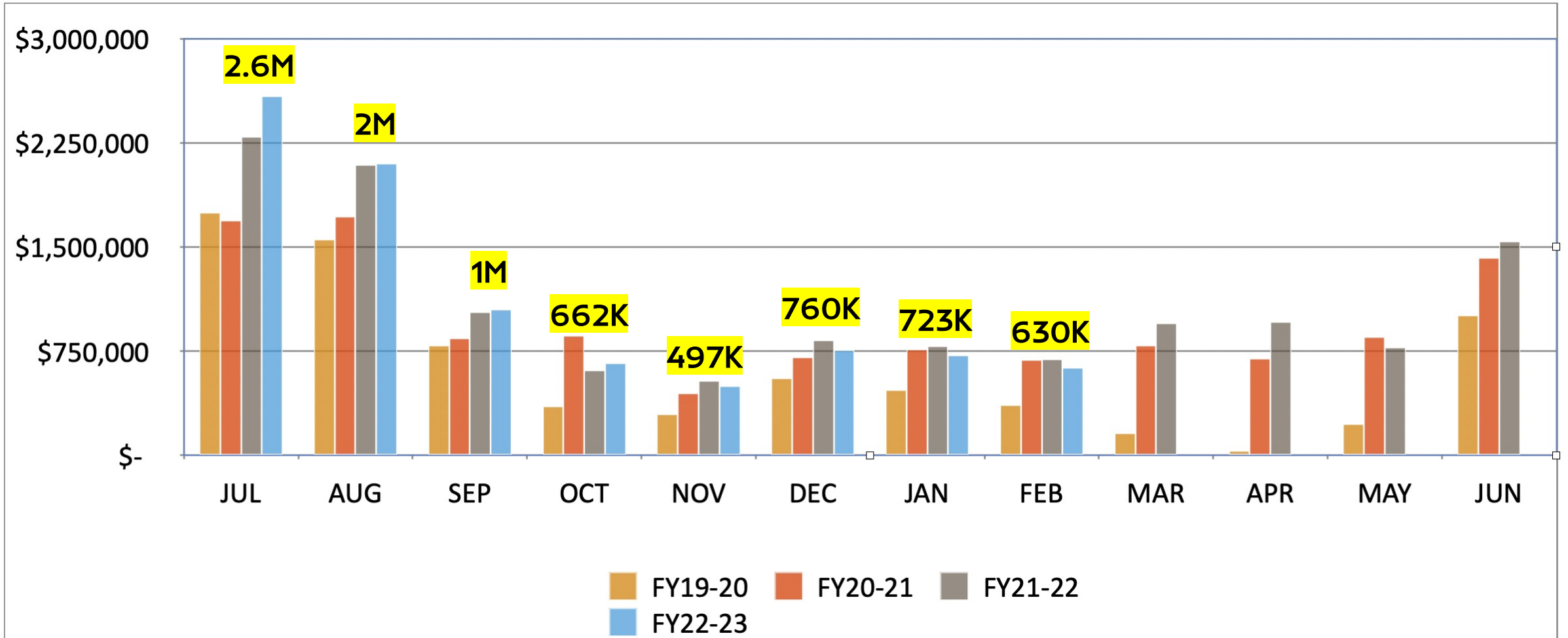
- **Despite the challenges of the current financial sentiment, Americans' excitement for travel remains near record levels (8.1 on a 0-10 scale)**
- **80% of American Travelers reported doing some travel dreaming or planning in the last week alone**
- **Over 35% of these travelers said they researched travel ideas online**

TRANSIENT ROOM TAX (YOY)

05/17/2023 Item #6.

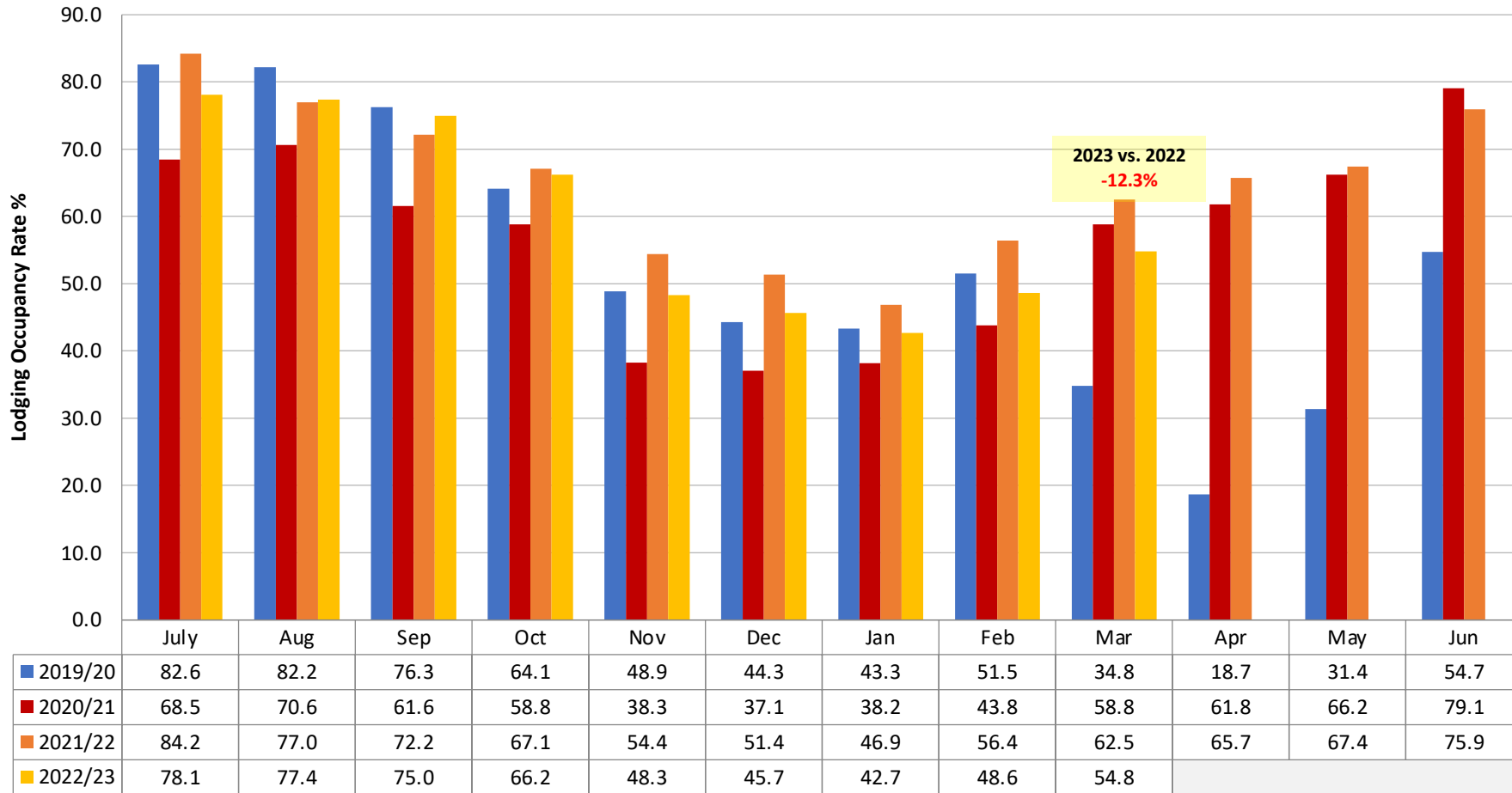


DESCHUTES COUNTY TRANSIENT ROOM TAX (TRT)





Central Oregon Occupancy Rates: July 2019 - March 2023 (Jefferson County, Deschutes County, Crook County, Zip 97037)

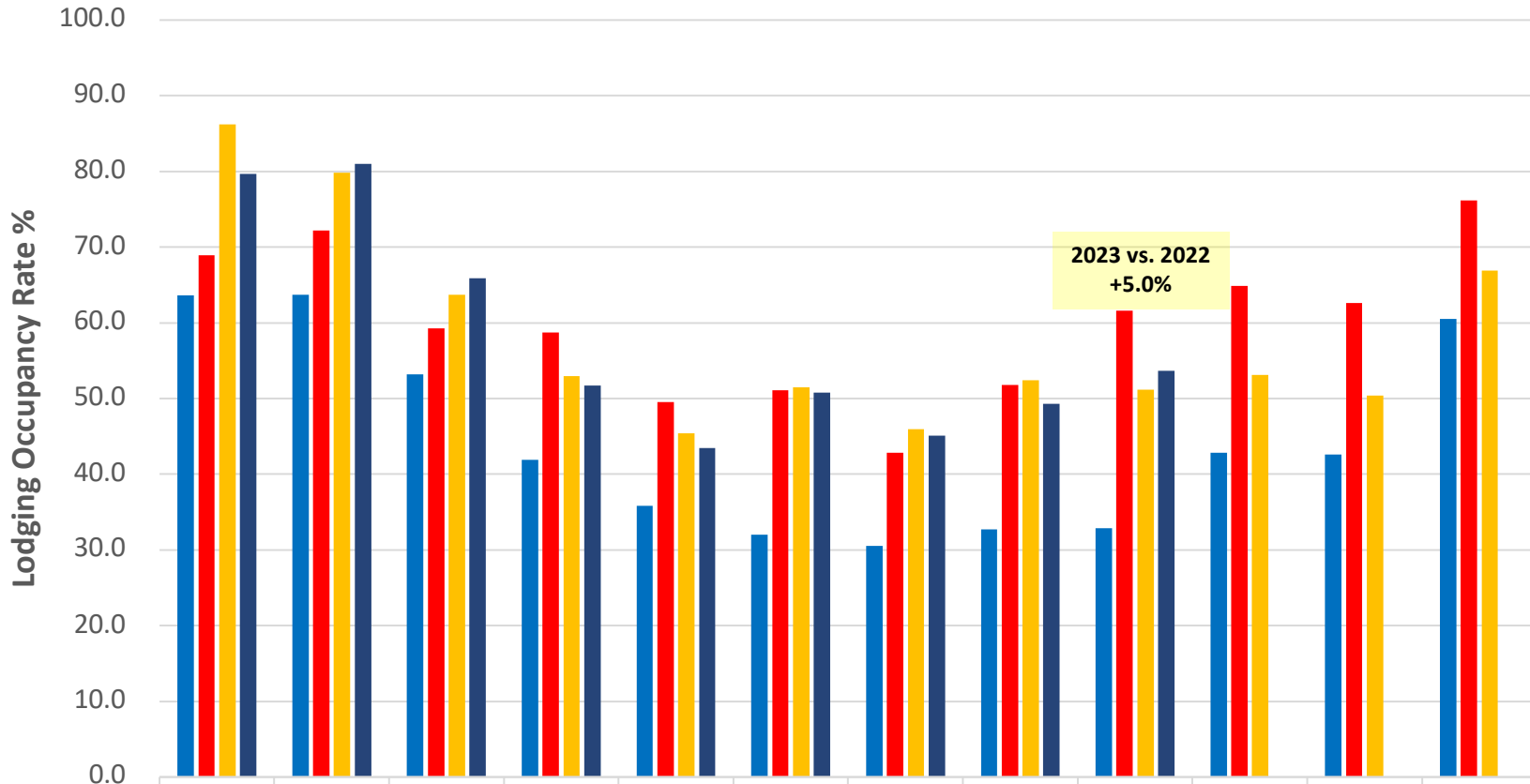




Central Oregon Average Daily Rate (ADR): July 2019 - March 2023 (Jefferson County, Deschutes County, Crook County, Zip 97037)

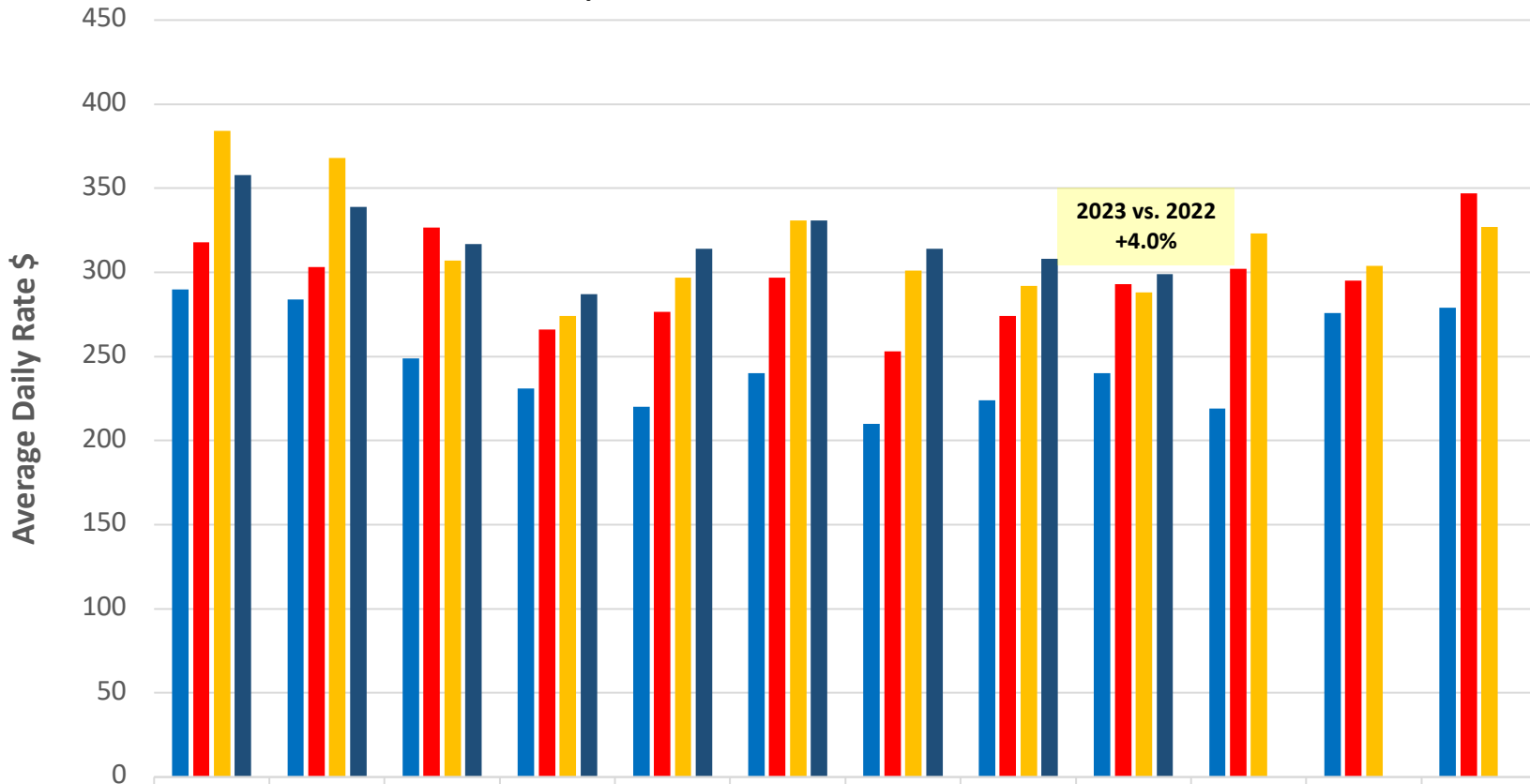


Central Oregon Regional Vacation Rental Occupancy Rate July 2019 - March 2023



	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
■ 2019/20	63.6	63.7	53.2	41.9	35.8	32.0	30.5	32.7	32.9	42.8	42.6	60.5
■ 2020/21	68.9	72.2	59.3	58.7	49.5	51.1	42.8	51.8	61.6	64.9	62.6	76.2
■ 2021/22	86.2	79.8	63.7	53.0	45.4	51.5	46.0	52.4	51.2	53.1	50.4	66.9
■ 2022/23	79.7	81.0	65.9	51.7	43.5	50.8	45.1	49.3	53.7			

Central OR Regional Vacation Rental Average Daily Rate (ADR) July 2019 - March 2023



	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2019/20	290	284	249	231	220	240	210	224	240	219	276	279
2020/21	318	303	327	266	277	297	253	274	293	302	295	347
2021/22	384	368	307	274	297	331	301	292	288	323	304	327
2022/23	358	339	317	287	314	331	314	308	299			

STRATEGIC GOALS

- **Drive awareness and visitation to Central Oregon**
- **Destination Management – responsible management of the region's elements for positive impact**
- **Prioritize diversity, equity and inclusion in Central Oregon**
- **Bolster economic growth with business development initiatives that drive group business**
- **Advocate for the value and economic importance of tourism in Central Oregon**

GOAL 1

**Drive awareness and visitation to
Central Oregon**

OBJECTIVE

**Promote products and initiatives that support a thriving, year-round
tourism economy.**

MARKETING HIGHLIGHTS

924,000+
WEBSITE
PAGEVIEWS
+107%

5.4
BILLION+
EARNED MEDIA
REACH
+20%

45
MILLION+
SOCIAL MEDIA
IMPRESSIONS

41.3
MILLION+
DIGITAL CAMPAIGNS
AD IMPRESSIONS
+31%

5,557
WEBSITE
VISITOR GUIDE
REQUESTS

**110K GUIDES
DISTRIBUTED**
**3,600 TRAVEL
GUIDE CLICKS**



ALL CAMPAIGNS

RESULTS

JULY 1 – APRIL 30

- 41.3M Impressions (+31% YOY)
- 373K Website Sessions (+137% YOY)
- 17.1K Form Submissions (+59% YOY)
- 30K Partner Link Clicks



VISITCENTRALOREGON.COM

ORGANIC REACH IS GROWING

- SEO-OPTIMIZED CONTENT BRINGING VISITORS TO THE SITE
- 190K ORGANIC SESSIONS
- 61% ENGAGEMENT RATE FROM ORGANIC VISITORS
- 12.2 MILLION ORGANIC IMPRESSIONS
- ORGANIC VISITORS ACCOUNTED FOR 32K+ CLICKS TO PARTNER SITES



SEE WHO'S VISITING VISITCENTRALOREGON.COM



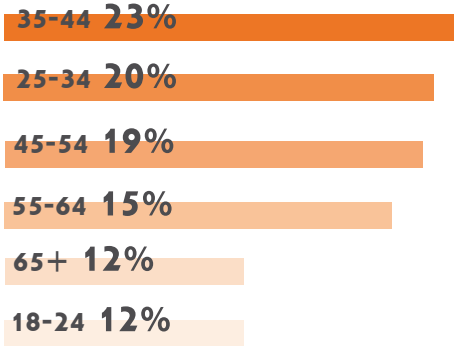
FEMALE 54%



MALE 47%



AGE

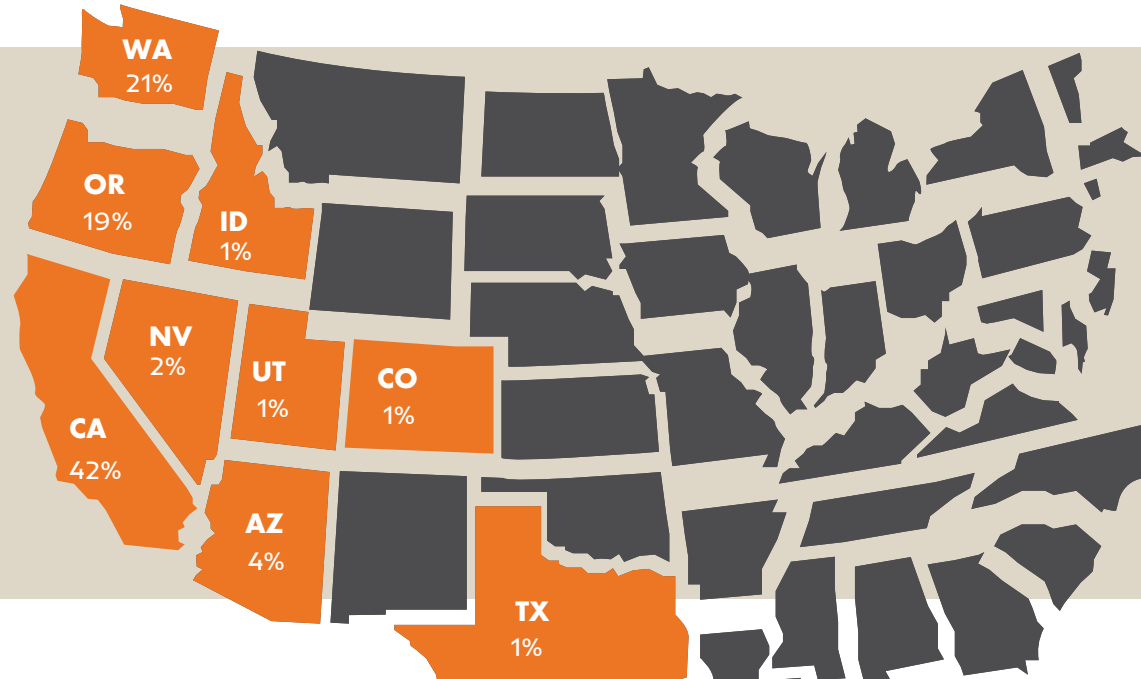


547K+ VISITS

WERE **NEW** VISITORS
TO OUR SITE

TOP CITIES WHERE OUR SITE VISITORS ARE FROM

1. LOS ANGELES
2. SEATTLE
3. PORTLAND
4. BEND
5. SAN FRANCISCO
6. PHOENIX
7. REDMOND
8. SAN DIEGO



669K

SESSIONS

924K

PAGEVIEWS

544K

ENGAGED USERS



**VISITOR GUIDE
REQUESTS**



**FOODIE CONTEST
SIGN UPS**



**CLICKS TO
PARTNER SITES**

Venture Out

CREATIVE



Venture Out

DIGITAL ADS





EARNED MEDIA EFFORTS

RESULTS

JUL 1 – APRIL 30

748 MEDIA MENTIONS (+10% YOY)

5.43 BILLION COMBINED REACH (+20% YOY)

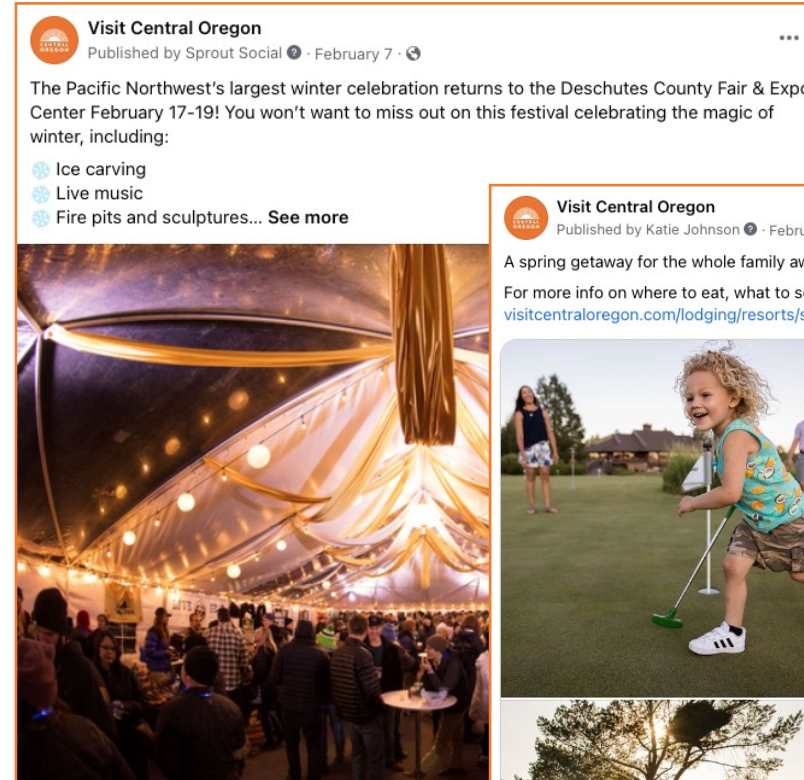
\$1.8 MILLION COMBINED VALUE (+78% YOY)

SOCIAL METRICS

FACEBOOK | @visitcentraloregon

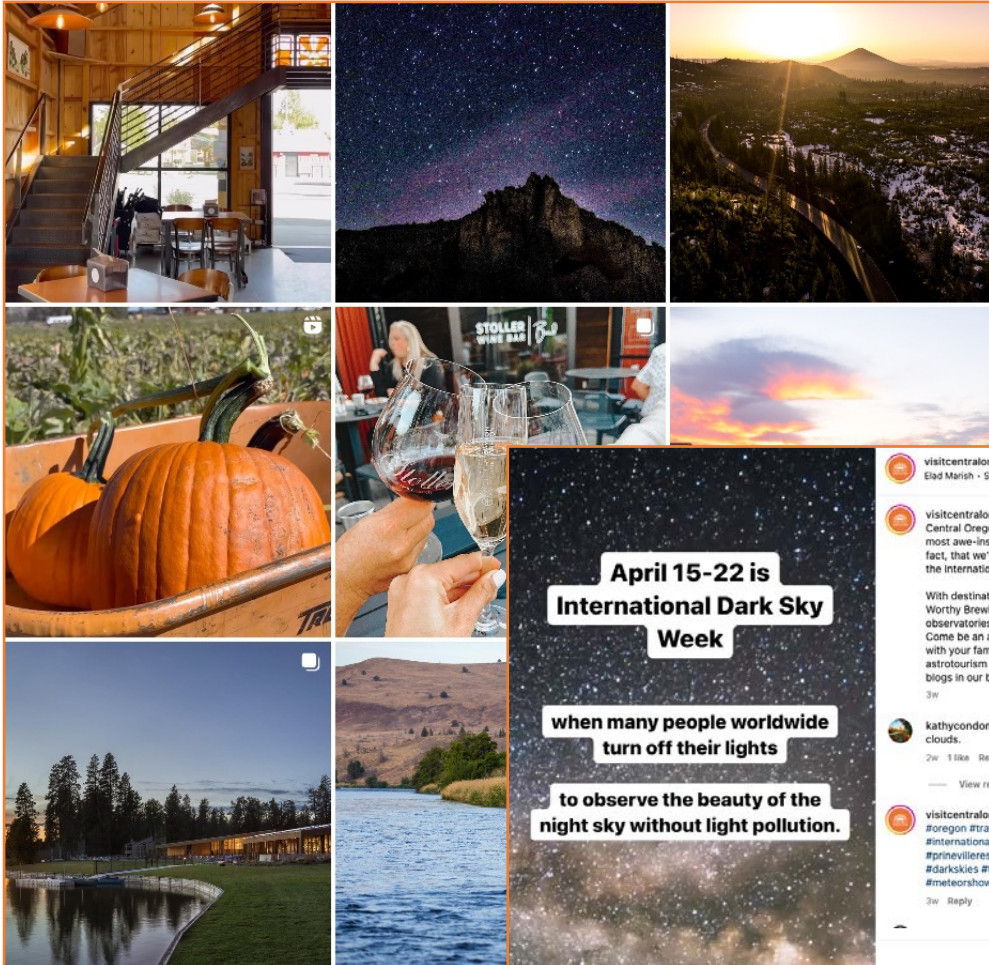


33M IMPRESSIONS
541K ENGAGEMENTS
262K LINK CLICKS
64K FOLLOWERS

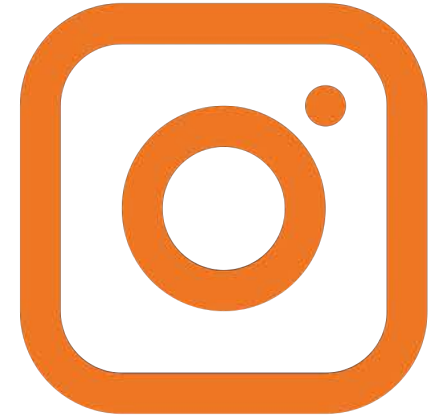


SOCIAL METRICS

INSTAGRAM | @visitcentraloregon



12M IMPRESSIONS
29K ENGAGEMENTS
27K FOLLOWERS



April 15-22 is International Dark Sky Week

when many people worldwide turn off their lights to observe the beauty of the night sky without light pollution.

visitcentraloregon
Elad Marish · Shooting Stars

visitcentraloregon It's International Dark Sky Week 🌌 and Central Oregon is one of the best places to catch some of the most awe-inspiring stargazing and night skies! So much, in fact, that we've been recognized for our dark night skies by the International Dark-Sky Association.

With destinations like Sunriver, Prineville Reservoir State Park, Worthy Brewing's Hopservatory and other regional observatories, you can witness stunning nightly displays. Come be an astrotourist and make unforgettable memories with your family in Central Oregon. Start with our guide to astrotourism and the experiential night skies at the link to blogs in our bio. 🌙

kathycondontravels Have to come back when there are no clouds.
2w · 1 like · Reply
View replies (1)

visitcentraloregon #visitcentraloregon #centraloregon #oregon #traveloregon #darkskyweek #internationaldarkskyweek #internationaldarkskyplace #prinevillereservoir #sunriver #hopservatory #observatory #darkskies #telescope #astrotourism #stargazing #moon #meteorshower #constellation
2w · Reply

Boost post

GOAL 2

**Destination Management –
Responsible management of the
region's elements for positive impact**

OBJECTIVE

Investing tourism dollars to ensure long term sustainability of Central Oregon as a destination for future generations.



**CENTRAL
OREGON**
FUTURE FUND

FY 22-23 Grant Fund of \$840K

FUND PILLARS

SUSTAINABILITY

Projects that mitigate or improve the impacts of tourism.

CULTURAL TOURISM

Projects that enhance the region's economy by bolstering rural communities during non-peak seasons.

ACCESS ADVENTURE

Projects that enhance or improve accessibility and inclusion for visitors and the community.

PROJECTS FUNDED FY22-23



\$100,000

BEND PARKS & REC
River Access
Improvements Phase 3

\$60,000

CENTRAL OREGON
TRAIL ALLIANCE
Welcome to Central
Oregon's Trails

\$95,000

DESCHUTES SOIL &
WATER CONSERVATION
DISTRICT
Got Stars
Central Oregon

\$77,375

DISCOVER YOUR
FOREST
Skull Hollow
Trailhead

PROJECTS FUNDED FY22-23



\$50,000

HIGH DESERT MUSEUM
Changing Exhibits
Initiative

\$60,000

**MAUPIN AREA
CHAMBER ENDOWMENT**
Deschutes River
Athletic Complex

\$67,475

**OREGON ADAPTIVE
SPORTS**
Moving Mountains

\$66,083

**OREGON EQUESTRIAN
TRAILS**
Sheep Springs
Horse Camp
Steel Corral Upgrade

PROJECTS FUNDED FY22-23



\$37,152

SISTERS TRAIL ALLIANCE
Whychus Overlook
Accessibility
Enhancement Project

\$74,148

**SUNRIVER OWNERS
ASSOCIATION**
Sunriver Pathway
Wayfinding Signs

\$49,140

TOWER THEATRE
Sound Mitigation Project

\$100,000

**WARM SPRINGS
COMMUNITY ACTION
TEAM**
Warm Springs
Commissary

SUSTAINABILITY PROJECTS

ENVIRONMENTAL CENTER Community Innovation Fund

- **Contributing toward sustainability projects at high-use visitor destinations**



SUSTAINABILITY PROJECTS



HAYDEN HOMES AMPHITHEATER Bike Racks Partnership

- **New bike racks for events and everyday use**



GOAL 3

Prioritize diversity, equity and inclusion in Central Oregon

OBJECTIVE

Support the tourism industry to welcome all people.

DIVERSITY IN ALL MARKETING COLLATERAL



CENTRAL OREGON MAKERS

CAMPAIGN

- **Video series showcasing makers from different industries.**
- **Inspires visitors to seek out and support the people who bring our community to life.**



AdventurUS Women

EVENT & ORGANIZATION SPONSORSHIP

GIVEAWAY TIME! \$3K PRIZE PACKAGE INC A FREE ENTRY TO OUR SUMMER ESCAPE AND MORE! CLICK TO ENTER!

adventurus women

Adventures for Women About Blog

FIND YOUR ADVENTURE

visitcentraloregon
Bend, Oregon

visitcentraloregon Join AdventurUS Women for a multi-sport retreat weekend in beautiful Bend, Oregon created by women for women. No prior experience is required. @adventuruswomen creates life-changing outdoor experiences that prioritize learning outdoor skills and community building while encouraging fun, laughter, and friendship.

The Summer Escape Adventure Retreat happens June 1-4 in Bend. Go to adventuruswomen.com for event info and registration.

1w

adriana.selling.portland 🍌🍌🍌

1w 1 like Reply

visitcentraloregon #visitcentraloregon #centraloregon #oregon #traveloregon #adventuruswomen #retreat #womensretreat #outdoors #summeradventure #adventure #outdooradventure #hike #climb #cave #highdesert #pnw #westcoast #community #weekend #exploregon #pnwonderland

View insights

♥️ 💬 📌

👤 Liked by centraloregongolftrail and 117 others

FEBRUARY 27

😊 Add a comment... Post

STUNNING LOCATIONS. EMPOWERING ENVIRONMENT.

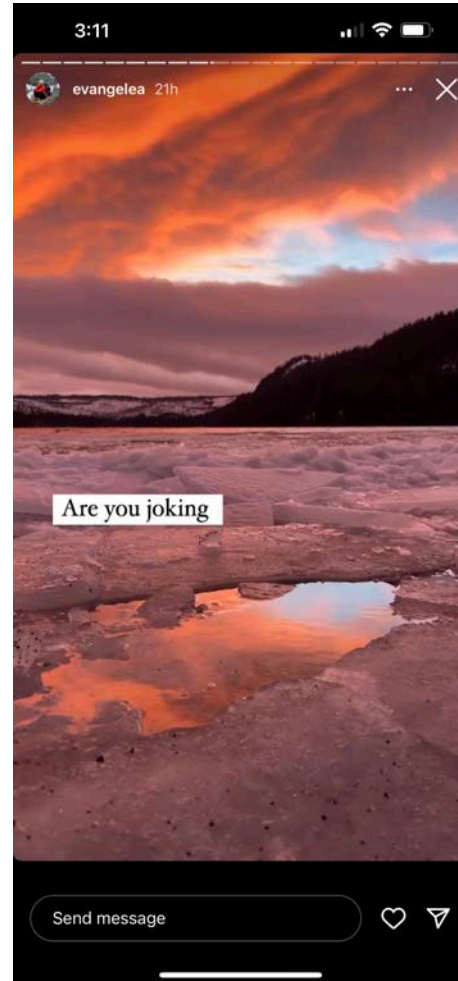
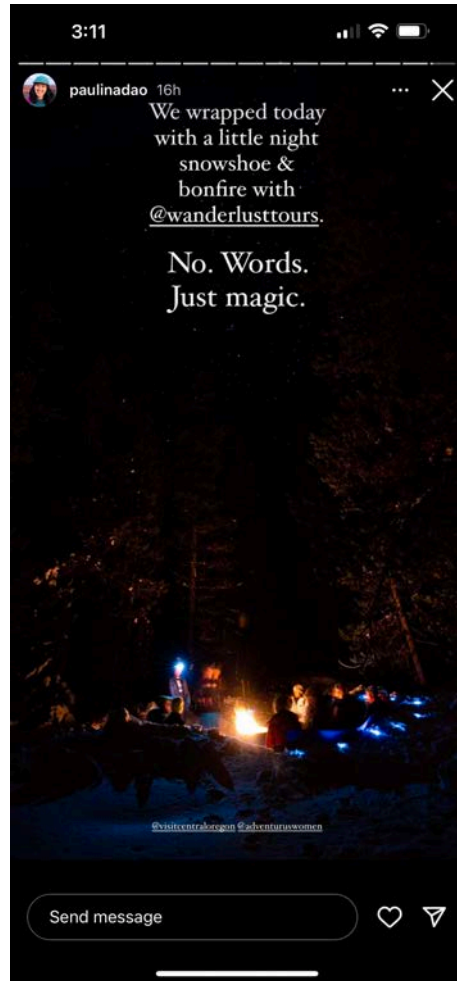
Outdoor Adventures and Retreats Created for Women by Women

AdventurUS Women creates life-changing outdoor experiences that prioritize learning outdoors skills and community building, while encouraging fun, laughter, and friendship. We welcome women of all ages, race, size, background, and experience levels and participants of all gender identities and expressions who feel that a women's space is right for them.

Outdoor adventure activities including hiking, rock climbing, mountain biking, and paddling are fun, exciting ways to experience the outdoors and maintain good health at any age. But finding the right-first-time – or fourth-time – experience can be difficult – especially if you live in an area where these activities are not widely practiced or accessible. With AdventurUS Women, you'll learn new outdoor skills alongside experienced women guides, have opportunities for self-care with workshops aimed at personal growth, eat amazing food, relax by the campfire, make new friends, and rest your head at night in a comfy bed or camp under the stars.

INFLUENCERS SPONSORSHIP

WINTER ESCAPE RETREAT WEEKEND AT SISTERS



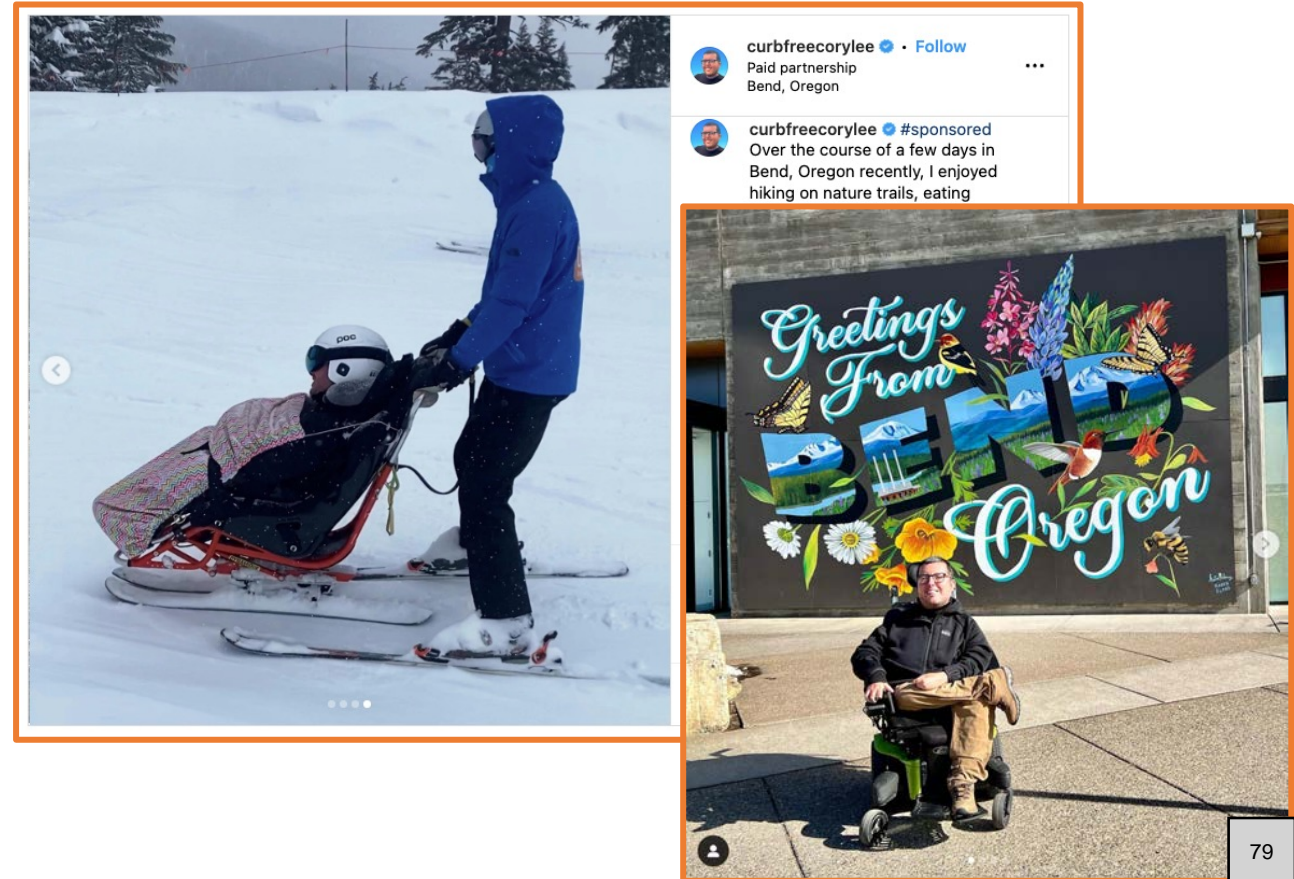
“CURBFREE” CORY LEE

TRAVEL OREGON

“CurbFree with Cory Lee” shares the world from a wheelchair user’s perspective

Cory visited Mt. Bachelor with OAS and explored other wheelchair-friendly locations in the region.

<https://curbfreewithcorylee.com/>



LGBTQ+/PRIDE FAM

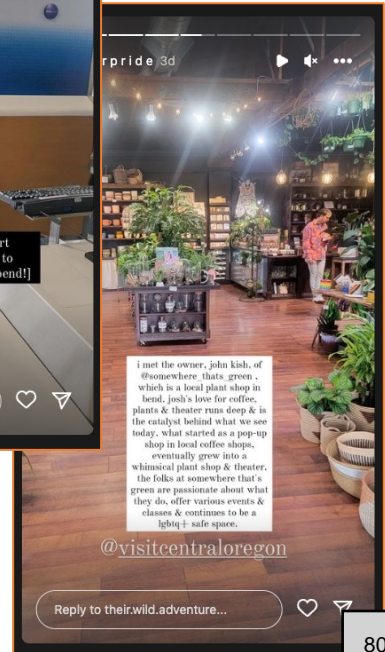
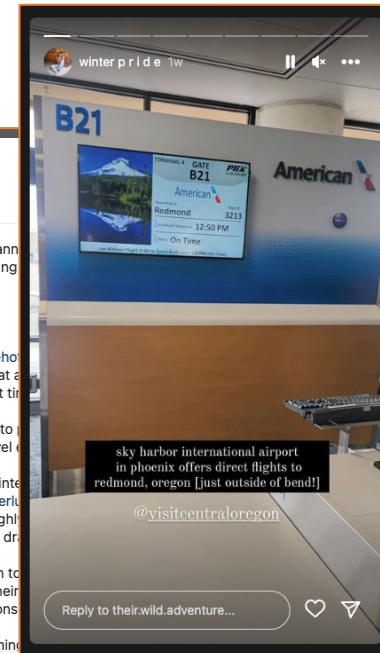
IN EARLY MARCH

MIKAH MEYER @MIKAHMEY

MAREN LARSEN, OUTSIDE MAGAZINE

SARAH (KAI) ANDERSON

@their.wild.adventure



WINTER PrideFest FILM FESTIVAL

FILM SCREENING SPONSORSHIP



GOAL 4

Bolster economic growth with business development initiatives that drive group business

OBJECTIVE

Increase room night contribution from group market over weekday, non-peak period.

BUSINESS DEVELOPMENT

05/17/2023 Item #6.

INITIATIVES



Gathering Stakeholder Feedback

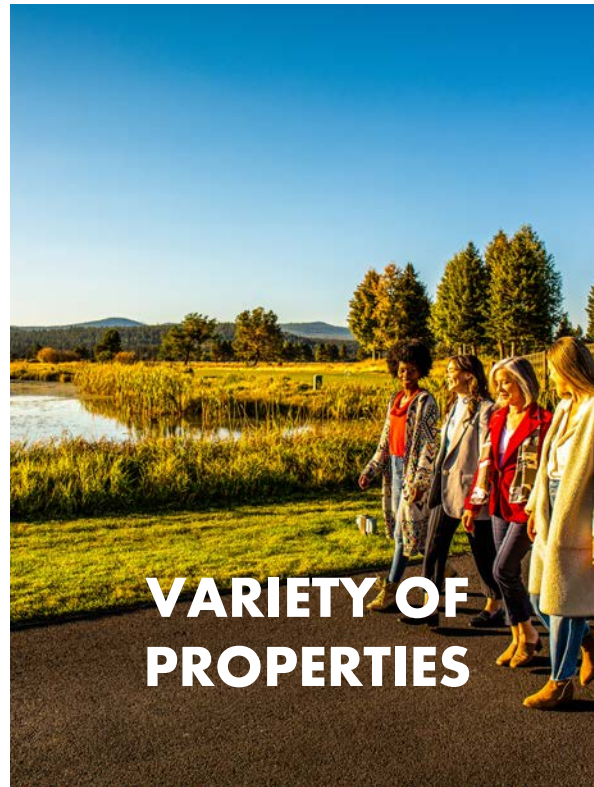
Sponsorship of Meetings Industry Events

Dedicated Meetings Campaign

BUSINESS DEVELOPMENT

05/17/2023 Item #6.

MEETINGS PROMOTIONAL VIDEO



BUSINESS DEVELOPMENT

05/17/2023 Item #6.

POTENTIAL GROUP BUSINESS

Oregon Destination Association:

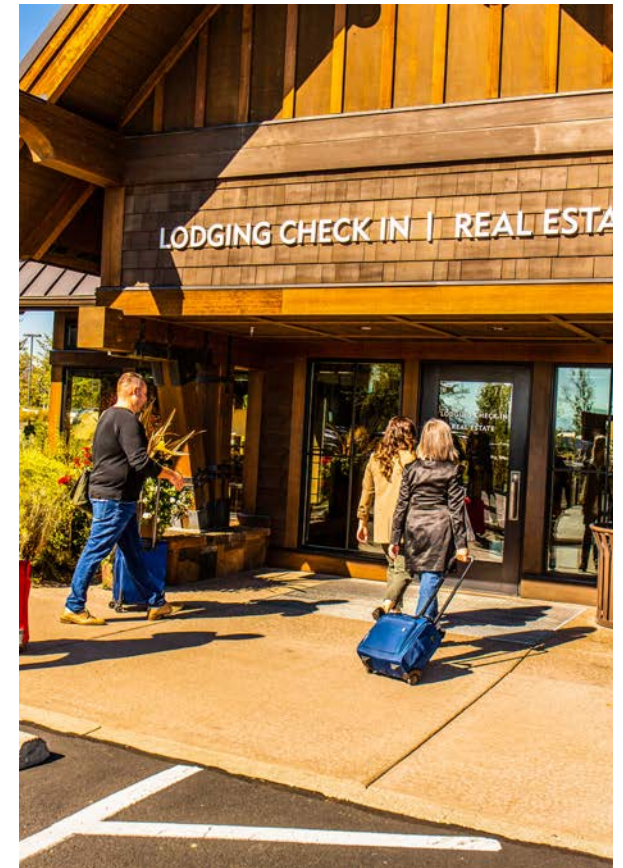
- **January 2024**

80 room nights - estimated \$20,000

DMA of the West – Education Summit:

- **October 2024**

200 room nights - estimated \$45,000



BUSINESS DEVELOPMENT

05/17/2023 Item #6.

POTENTIAL GROUP BUSINESS

Society for Incentive Travel Excellence:

- Spring 2024

400 room nights - estimated \$80,000

Celebrity Wine & Spirits Festival:

- Fall 2023

200 room nights - estimated \$40,000



GOAL 5

Advocate for the value and economic importance of tourism in Central Oregon

OBJECTIVE

Work with partners to support issues impacting the tourism industry.

WORKFORCE INITIATIVES



- **Summer Internships**
- **Customer Service Trainings**
- **Quarterly Marketing Webinar Development**
- **Workforce Wednesdays**

NATIONAL TRAVEL & TOURISM WEEK

MAY 7-12

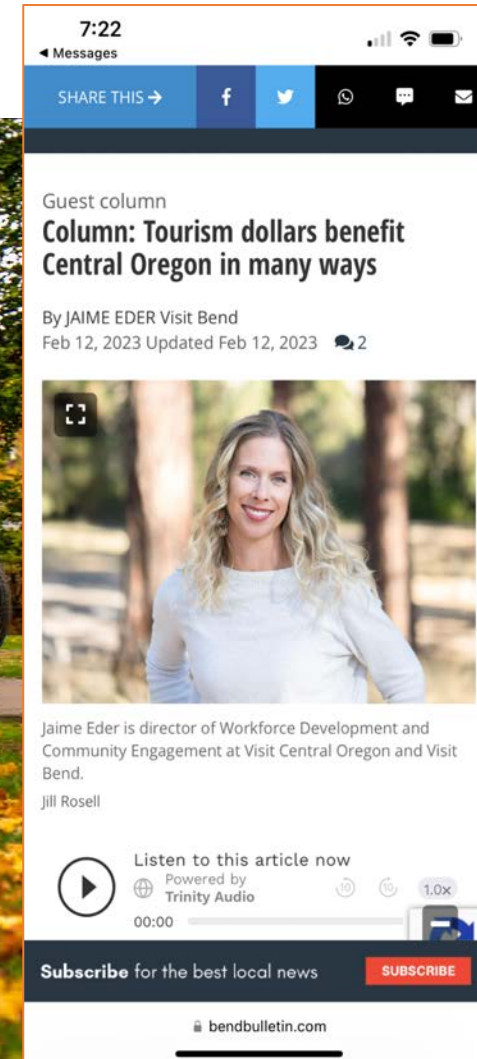


**Joint Press Release with
Travel Oregon and
Visit Bend:**

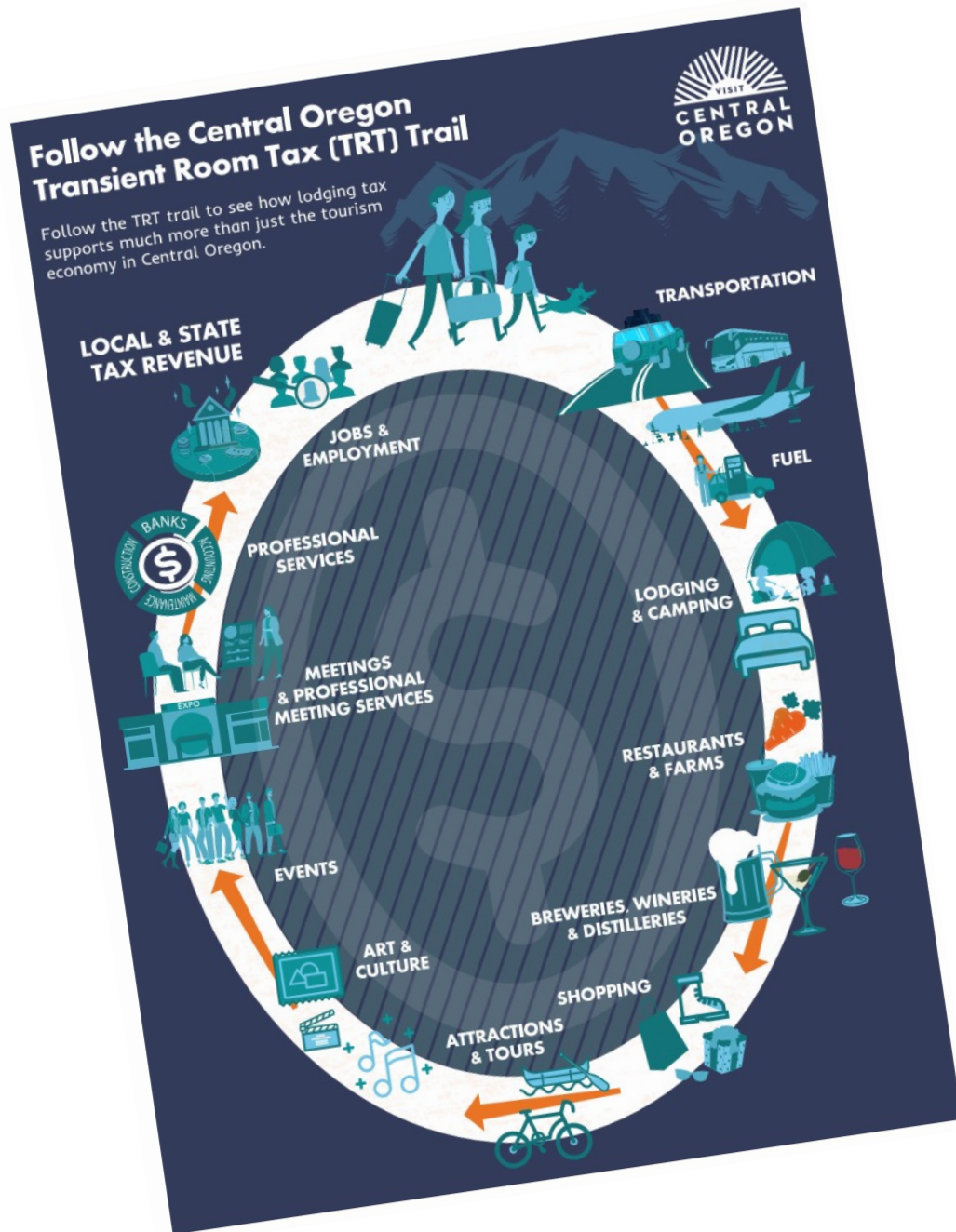
**Featuring 2022 Economic
Impact Data from Dean
Runyan Associates**

COMMUNITY ENGAGEMENT

- **Recurring Bend Bulletin Column**
- **Sunriver / La Pine Chamber Breakfast**
- **ORLA ProStart Championships**



ADVOCACY



- **Who we are, what we do, economic impact**
- **Spreading the message of how tourism supports the local community**
- **Collateral that's easy to share and leave behind**



CENTRAL
OREGON

THANK YOU



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: May 17, 2023

SUBJECT: Request approval to apply for a SAMHSA CCBHC-IA grant

RECOMMENDED MOTION:

Move approval to apply for the Substance Abuse and Mental Health Services Administration grant for Certified Community Behavioral Health Clinic Improvement and Advancement Grant

BACKGROUND AND POLICY IMPLICATIONS:

The Substance Abuse and Mental Health Services Administration (SAMHSA) is accepting applications for the Certified Community Behavioral Health Clinic (CCBHC) Improvement and Advancement Grant (CCBHC-IA) program. The CCBHC-IA program supports CCBHCs that have been certified by their states or that participated in a previous CCBHC-Expansion award to further expand or improve their CCBHC services. With this program, SAMHSA aims to improve access to community-based mental health and substance use disorder treatment and support, including 24/7 crisis services, to anyone in their service area who needs it, regardless of their ability to pay. The program will award funding up to \$1,000,000 per year, per award, for up to four years. The anticipated project start date is September 30, 2023.

The purpose is to transform community behavioral health systems and provide comprehensive, coordinated behavioral health care by (a) enhancing and improving CCBHCs that meet the CCBHC Certification Criteria; (b) providing a comprehensive range of outreach, screening, assessment, treatment, care coordination, and recovery supports based on a needs assessment with fidelity to the CCBHC Certification Criteria; and (c) supporting recovery from mental illness and/or substance use disorders by providing access to high-quality mental health and substance use services, regardless of an individual's ability to pay. This includes any individuals with a mental or substance use disorder who seeks care, including those with a serious mental illness (SMI), substance use disorders (SUD), including opioid use disorder; children and adolescents with a serious emotional disturbance (SED); individuals with a co-occurring disorder (COD); and

individuals experiencing a mental health or substance use-related crisis. SAMHSA expects that applicants will include a focus on groups facing health disparities as identified in the community needs assessment in the population of focus.

Deschutes County Health Service’s (DCHS) grant proposal will be focused on enhancing and expanding integration of behavioral health, physical health, and substance use disorder treatment for clients with co-occurring diagnoses through improvements in access, care coordination, and the use of evidence based practices. The scope of this project will include both Adult Outpatient teams located in our Courtney Clinic and an expansion of our Crisis team into our North County Hub (NoCo). Funding will be used to hire the following:

- 1.0 FTE Administrative Analyst to provide administrative support for grant implementation and data tracking.
- 2.0 FTE Behavioral Health Specialist I--one will support the crisis response in our NoCo Hub and the other will support Adult Outpatient integrated Care (AOP IC) team in further integration with Mosaic Medical with a focus on access and care coordination.
- 1.0 FTE Behavioral Health Specialist II to support the crisis response in our NoCo Hub.
- 2.0 FTE Peer Support Specialist--one will support AOP IC team with a focus on co-occurring medical and mental health recovery and the other will support Adult Outpatient Complex Care (AOP CC) team with a focus on co-occurring substance use and mental health recovery.
- 1.0 FTE Licensed Professional Nurse to support AOP medical team in further integration with Primary Care, providing medical screenings and care coordination.

Additionally, grant funding will support computers and equipment, training, supplies, a vehicle, and 10% indirect. If awarded, DCHS expects to hire all positions within four months of the grant start date.

If awarded, two new staff will be placed at the North County Hub and the other five new staff will be co-located with other providers at the Courtney Office. Additional indirect expenses incurred above the 10% allowable will be covered by Behavioral Health Reserves for the duration of the grant period.

BUDGET IMPACTS:

See 5-Year Fiscal Analysis.

ATTENDANCE:

Holly Harris, Deputy Director, Health Services
Kristin Mozzochi, Manager, BH Program

**Analysis performed on a fiscal year
SAMHSA CCBHC-IA**

Fiscal Years 2024 - 2028, 7/1/23 - 6/30/2028

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
RESOURCES						
SAMHSA CCBHC-IA Grant	750,626	999,372	993,401	1,006,600	250,001	4,000,000
						0
						0
						0
	750,626	999,372	993,401	1,006,600	250,001	4,000,000
REQUIREMENTS						
Wages & Benefits	542,449	759,863	816,567	881,283	224,478	3,224,640
Training	15,000	9,894	4,631	9,000	0	38,525
Supplies	46,562	52,031	27,170	5,000	0	130,763
Computers/Equipment	14,435	4,812				19,247
Contracted Services	67,835	90,112	60,196	21,789	3,075	243,007
Total Indirect -	64,345	82,660	84,837	89,528	22,448	343,818
Total Costs	750,626	999,372	993,401	1,006,600	250,001	4,000,000



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: May 17, 2023

SUBJECT: Approval of Oregon Health Authority grant amendment #173133-9 for Mobile Crisis Intervention Services

RECOMMENDED MOTION:

Move approval of Board signature of Document No. 2023-472, an amendment to a grant agreement with the Oregon Health Authority for Mobile Crisis Intervention Services.

BACKGROUND AND POLICY IMPLICATIONS:

Oregon Health Authority (OHA) amendment #173133-9 corrects amendment #173133-7 funding omissions and duplications for service element (SE) 25, Mobile Crisis Intervention Services. This amendment results in a net funding increase of \$161,280.91 for the period of January 1 through June 30, 2023.

In December 2021, the Board approved an Intergovernmental Agreement (IGA) with OHA which outlines the services and financing of Community Mental Health, Addiction Treatment, Recovery & Prevention, and Problem Gambling Services for January 1, 2022 to December 31, 2022. To extend the term of the original agreement and provide funding of \$4,523,084.23 for the period January 1 through June 30, 2023, OHA submitted amendment #173133-7.

Prior to BOCC approval, OHA acknowledged that amendment 173133-7 contained funding omissions and errors. OHA requested Community Mental Health Programs sign the amendment as is, with the assurance that additional amendments would be forthcoming to correct those errors. The BOCC approved amendment 173133-7 in February 2023.

Funding from OHA 173133-9 supports SE 25A, Stabilization Services for Children and their Families. Mobile Response and Stabilization Services (MRSS) ensure that stabilization services are available for up to 56 calendar days, following the initial crisis response. MRSS is a model of care based on a national crisis response model for children. When a provider responds to a child and family in crisis, they will work in partnership with the child and their families to de-escalate the current crisis and connect the family to needed resources. In

some cases, the provider may determine, in partnership with the child and family, that they may benefit from immediate access to stabilization services and supports to assist the family while waiting for longer term ongoing services to be available. Stabilization services are meant to be a short-term intervention that provides bridge services.

BUDGET IMPACTS:

\$161,280.91 in revenue

ATTENDANCE:

Holly Harris, Deputy Director, Health Services



In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio recordings, Web-based communications and other electronic formats. To request an alternate format, please send an e-mail to dhs-oha.publicationrequest@state.or.us or call 503-378-3486 (voice) or 503-378-3523 (TTY) to arrange for the alternative format.

**NINTH AMENDMENT TO
OREGON HEALTH AUTHORITY
2022 INTERGOVERNMENTAL AGREEMENT FOR THE FINANCING OF
COMMUNITY MENTAL HEALTH, ADDICTION TREATMENT, RECOVERY, &
PREVENTION, AND PROBLEM GAMBLING SERVICES #173133**

This Ninth Amendment to Oregon Health Authority 2022 Intergovernmental Agreement for the Financing of Community Mental Health, Addiction Treatment, Recovery, & Prevention, and Problem Gambling Services effective as of January 1, 2022 (as amended, the “Agreement”), is entered into, as of the date of the last signature hereto, by and between the State of Oregon acting by and through its Oregon Health Authority (“OHA”) and **Deschutes County** (“County”).

RECITALS

WHEREAS, OHA and County wish to modify the Financial Assistance Award set forth in Exhibit C of the Agreement.

NOW, THEREFORE, in consideration of the premises, covenants and agreements contained herein and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

AGREEMENT

1. The financial and service information in the Financial Assistance Award are hereby amended as described in Attachment 1 attached hereto and incorporated herein by this reference. Attachment 1 must be read in conjunction with the portion of Exhibit C of the Agreement that describes the effect of an amendment of the financial and service information.
2. Capitalized words and phrases used but not defined herein shall have the meanings ascribed thereto in the Agreement.
3. County represents and warrants to OHA that the representations and warranties of County set forth in section 4 of Exhibit F of the Agreement are true and correct on the date hereof with the same effect as if made on the date hereof.
4. Except as amended hereby, all terms and conditions of the Agreement remain in full force and effect.
5. This Amendment may be executed in any number of counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original.

IN WITNESS WHEREOF, the parties hereto have executed this amendment as of the dates set forth below their respective signatures.

6. Signatures.

Deschutes County

By:

Authorized Signature

Printed Name

Title

Date

State of Oregon acting by and through its Oregon Health Authority

By:

Authorized Signature

Printed Name

Title

Date

Approved by: Director, OHA Health Systems Division

By:

Authorized Signature

Printed Name

Title

Date

Approved for Legal Sufficiency:

Approved by Steven Marlowe, Senior Assistant Attorney General, Department of Justice, Tax and Finance Section, on November 18, 2021; e-mail in contract file.

ATTACHMENT 1

EXHIBIT C

Financial Pages

MODIFICATION INPUT REVIEW REPORT

MOD#: M0734													
CONTRACT#: 173133		CONTRACTOR: DESCHUTES COUNTY											
INPUT CHECKED BY: _____		DATE CHECKED: _____											
E#	FUND	PROJ	CMPS	PROVIDER	EFFECTIVE	SLOT	RATE	OPERATING	STARTUP PART	PART	PAAF	CLIENT	SP#
	CODE				DATES	CHANGE/TYPE		DOLLARS	DOLLARS ABC	IV	CD	CODE	
FISCAL YEAR: 2022-2023													
	CMHS	CRISIS AND ACUTE TRA											
.5	301	BLOCK			1/1/2023 - 6/30/2023	0 /NA	\$0.00	-\$42,450.07	\$0.00	A	25A	1	Y
	BASE	NI CRISIS AND ACUTE											
.5	406	NICATS			1/1/2023 - 6/30/2023	0 /NA	\$0.00	\$3,977.58	\$0.00	A	25A	1	Y
	BASE	CRISIS AND ACUTE TRA											
.5	804	CATS			1/1/2023 - 6/30/2023	0 /NA	\$0.00	-\$16,425.09	\$0.00	A	25A	1	Y
	BASE	CRISIS AND ACUTE TRA											
.5	815	MRSS			1/1/2023 - 6/30/2023	0 /NA	\$0.00	\$216,178.49	\$0.00	A	25A	1	Y
TOTAL FOR SE# 25								<u>\$161,280.91</u>	<u>\$0.00</u>				
TOTAL FOR 2022-2023								<u>\$161,280.91</u>	<u>\$0.00</u>				
TOTAL FOR M0734 173133								<u>\$161,280.91</u>	<u>\$0.00</u>				

OREGON HEALTH AUTHORITY
Financial Assistance Award Amendment (FAAA)

CONTRACTOR: CROOK COUNTY
DATE: 04/27/2023

Contract#: 173132
REF#: 010

REASON FOR FAAA (for information only):

Mobile Response and Stabilization Services (MRSS) for Children, Young Adults and their Families MHS 25A, funds are awarded.

Certificate Of Completion

Envelope Id: AA9AFC66A7A647F5AB3B0565498DF63A

Status: Sent

Subject: 173133-9 Deschutes County

Source Envelope:

Document Pages: 4

Signatures: 0

Envelope Originator:

Certificate Pages: 5

Initials: 0

Larry Briggs

AutoNav: Enabled

Larry.O.Briggs@odhsoha.oregon.gov

Envelopeld Stamping: Enabled

IP Address: 209.112.106.2

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Record Tracking

Status: Original

Holder: Larry Briggs

Location: DocuSign

5/5/2023 11:38:38 AM

Larry.O.Briggs@odhsoha.oregon.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Carahsoft OBO Oregon Health Authority - CLM Location: DocuSign

Signer Events

Signature

Timestamp

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Jon Collins

JON.C.COLLINS@dhssoha.state.or.us

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Shawna McDermott

Shawna.m.Mcdermott@oha.oregon.gov

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Accepted: 5/5/2023 1:08:34 PM

ID: ff658cd2-e945-4200-8322-806b05d599d0

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Grace Evans

grace.evans@deschutes.org

Contract Specialist

Deschutes County Health Services

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Accepted: 9/22/2021 9:13:25 AM

ID: 1c2f1b1a-bce9-4e77-a9ac-00927d21eb03

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Carahsoft OBO Oregon Health Authority - CLM (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO Oregon Health Authority - CLM:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: mick.j.mitchell@dhsoha.state.or.us

To advise Carahsoft OBO Oregon Health Authority - CLM of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at mick.j.mitchell@dhsoha.state.or.us and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Carahsoft OBO Oregon Health Authority - CLM

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to mick.j.mitchell@dhsoha.state.or.us and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Carahsoft OBO Oregon Health Authority - CLM

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to mick.j.mitchell@dhsosha.state.or.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Carahsoft OBO Oregon Health Authority - CLM as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Carahsoft OBO Oregon Health Authority - CLM during the course of your relationship with Carahsoft OBO Oregon Health Authority - CLM.



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: May 17, 2023

SUBJECT: FY 2024 Proposed Fee Schedule Changes

RECOMMENDED MOTION:

Review and discuss Deschutes County and County Service Districts FY 2024 Proposed Fee Schedule changes in preparation for a public hearing in June.

BACKGROUND AND POLICY IMPLICATIONS:

Per chapter 4.12 of the Deschutes County Code, "Fees and charges for services shall be reviewed for compatibility with the actual cost of providing service each year, and shall be adjusted and set as of each July 1st."

This discussion focuses on the proposed fee changes for FY 2024 in preparation for the upcoming proposed budget public hearing. Some changes are based on inflationary factors. Others are driven by external factors such as local, state, and federal mandates. Still, others reflect changes made to capture the actual cost of service provided. The more significant changes are accompanied by a memo from the related department explaining the type of change reflected.

BUDGET IMPACTS:

Fee schedule proposed changes are reflected in the FY 2024 proposed budget.

ATTENDANCE:

- Laura Skundrick, Management Analyst
Stephanie Robinson, Grants & Operations Specialist, Administration
Jeff Sageser, Clerk's Office Supervisor
Sherri Pinner, Senior Management Analyst, CDD
Trevor Stephens, Business Manager, Community Justice
Jessica Chandler, Executive Assistant to District Attorney Steve Gunnels
Geoff Hinds, Fair & Expo Director
Shad Campbell, IT Applications Manager

Cheryl Smallman, Health Services Business Officer
Holly Harris, Behavioral Health Director
Arielle Samuel, Health Services Administrative Manager
Thomas Kuhn, Public Health Program Manager
Eric Mone, Health Services Supervisor
Anne Kilty, Clinical & Family Services Manager
Erik Kropp, Deputy County Administrator
Joe Brundage, Sheriff's Office Management Analyst
Tim Brownell, Solid Waste Director
Robert Tintle, Chief Financial Officer
Judi Hasse, Deputy Tax Collector

FY24 Fee Schedule Proposed Changes Table of Contents

Deschutes County

Deschutes County - General.....	1
County Clerk.....	1
Community Development.....	3
Building Safety Division.....	4
Environmental Soils Division.....	14
Planning Division.....	16
Community Justice	
Adult Parole & Probation.....	19
Juvenile Community Justice.....	20
District Attorney.....	20
Fairgrounds Services	
Deschutes County Fair.....	20
Fair & Expo.....	21
R V Park.....	23
Fair & Rodeo.....	23
Information Technology	
GIS Maps & Services.....	23
GIS Data.....	23
Health Services	
Behavioral Health.....	24
Public Health.....	24
Environmental Health Division.....	29
Risk Management.....	31
Sheriff’s Office.....	31
Solid Waste.....	34
Treasurer / Tax	
Dog Licensing.....	35
Room Tax.....	35

Department Memo Explaining Fee Change

Deschutes County - General.....	36
Community Development	37
Health Services.....	41

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Deschutes County - General				
General fees, unless otherwise noted by department:				
GEN 1	DVD copies	\$ 5.00	per item	
GEN 2	Copy fee (B/W) for public & county employees	\$ 0.25	per page	
GEN 3	Copy fee (color) for public & county employees	\$ 0.35	per page	
GEN 4	Copy fee for documents on disk	\$ 5.00	per disk + ACS	
GEN 5	Fee for e-mail of documents	ACS		
GEN 6	Facsimile transmittal (local number)	\$ 1.00	1st page	
GEN 7	Facsimile transmittal (local number)	ACS		
GEN 8	Returned check processing fee	\$ 30.00		
GEN 9	Search fee for public records request	ACS		
GEN 10	Convenience Fee - Debit Card Processing	\$ 3.00	maximum per transaction	
GEN 11	Notary Services	\$ 10.00	each	
GEN 12	C-PACE Financing Fee	1% of amount financed, minimum of \$2,500 and maximum of \$15,000.		
NEW	After Hours Meeting Room Use		per hour	\$ 65.00
	ACS - Actual cost of services is hourly cost of employee conducting search. Photocopy charges are in addition to this fee.			
	Fee amounts listed in this schedule which are specified or mandated by state or federal rule, regulation, or statute are subject to change without further or additional Board of County Commissioner approval.			
County Clerk				
Recording Fees				
Overpayments of \$10.00 or less shall be deemed part of the original fee and no automatic refund shall be provided. The person originally paying the fee may request a refund of the overpayment within 90 days of payment, otherwise any claim for refund shall be deemed waived. Overpayments of greater than \$10.00 shall automatically be refunded by the county, provided the county has the address of the payer.				
CLK 1	One page instruments - minimum fee	\$ 5.00	per instrument	
CLK 2	Additional pages	\$ 5.00	per page	
Land Corner Preservation fund (LCP)				
CLK 3	Applies to all instruments <u>except</u> for liens, Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	\$ 10.00	per instrument (note exceptions)	
Assessment and Taxation (A&T) Fee				
CLK 4	Applies to all instruments <u>except</u> for Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	\$ 10.00	per instrument (note exceptions)	
Oregon Land Information System (OLIF) Fee				
CLK 5	Applies to all instruments <u>except</u> for Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	\$ 1.00	per instrument (note exceptions)	
Affordable Housing (AH) Fee				
CLK 6	Applies to all instruments <u>except</u> for Military Discharges (DD 214), Federal documents, County internal document not usually charged a recording fee, documents required under ORS 517.210 to maintain mining claims, warrants issued by Employment Department pursuant to ORS 657.396, 657.642 and 657.646, a certified copy of a judgment, a lien record abstract as described in ORS 18.170, a satisfaction of a judgment, including a judgment noticed by recordation of a lien record abstract, Department of Revenue documents and tax collectors.	\$ 60.00	per instrument (note exceptions)	
CLK 7	Affordable Housing Collection Fee	\$ 1.00	per instrument assessed AH fee	
GIS Fee				

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
	County Clerk (continued)					
CLK 8	Applies to all instruments <u>except</u> for liens, Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	\$ 6.00			per instrument (note exceptions)	
	Multiple Transaction Fee					
CLK 9	When recording instruments that describe two or more transactions, each additional transaction will be charged when involving the same property.	\$ 5.00			each additional transaction	
	Additional References					
CLK 10	In addition to and not in lieu of the fees charged for recording the assignment, release or satisfaction of any recorded instrument, \$5 for each additional instrument being assigned, released or satisfied.	\$ 5.00			each additional reference	
	Non-Standard Fee					
CLK 11	Additional fee for non-standard documents.	\$ 20.00			per instrument	
	Examples of fees for a <u>one page</u> document with exceptions noted above					
			Deed Records	Mortgage Records	Lien Records	
	Recording	+ 5.00	+ 5.00	+ 5.00		
	LCP	+ 10.00	+ 10.00	+ 0.00		
	A&T	+ 10.00	+ 10.00	+ 10.00		
	OLIF	+ 1.00	+ 1.00	+ 1.00		
	AH	+ 61.00	+ 61.00	+ 61.00		
	GIS	+ 6.00	+ 6.00	+ 0.00		
	Total	= 93.00	= 93.00	= 77.00		
	Mineral and Mining Record					
CLK 12	Statement of Claim	\$ 32.00			1st page (\$5.00/ea add. claim)	
CLK 13	Notice or Affidavit of Publication of Notice	\$ 32.00				
CLK 14	Affidavit of Assessment Work	\$ 32.00				
CLK 15	Mining Claim Affidavit	\$ 32.00				
CLK 16	Certificate of Ownership - Mineral and Mining Records	\$ 32.00			per certificate	
CLK 17	Dormant Mineral Interest	\$ 32.00			1st page	
CLK 18	Articles of Incorporation (Irrigation, Drainage, Water Supply or Flood Control)	\$ 53.00				
CLK 19	Military Discharge	\$ -				
	Location and Copy Fees					
CLK 20	Location fee	\$ 3.75				
CLK 21	Copies	\$ 0.25			per page	
CLK 22	Certification Fee	\$ 3.75				
CLK 23	Copies for veterans seeking G.I. benefits	\$ -				
CLK 24	Copies of 24 x 18 maps	\$ 1.75			per page	
CLK 25	Copy of BOPTA Audio File, 1st record	\$ 10.00				
CLK 26	Copy of BOPTA Audio File, each additional file	\$ 1.00				
CLK 27	Redaction Fee	\$ 5.00			per instrument	
CLK 28	Microfilm	\$ 20.00			per roll	
CLK 29	Passport Processing Fee	\$ 35.00			each	
	Research Services: Fees @ hourly rate based on ACS. Amounts of less than one hour shall be charged in 1/2 hour increments.					
CLK 30	Staff	\$ 46.00			per hour	
CLK 31	Supervisor	\$ 68.00			per hour	
CLK 32	Recording Access Fee - Images	\$ 605.00			per month	\$ 635.00

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
County Clerk (continued)				
CLK	33 Recording Access Fee - Index - Daily Report/Month	\$ 1,317.00		\$ 1,383.00
CLK	34 Recording Access Fee - Index - Weekly Report/Month	\$ 1,098.00		\$ 1,115.00
CLK	35 Recording Access Fee - Index - Monthly Report/Month	\$ 1,062.00		\$ 1,152.00
	Plats - By Lot / Tracts Size - Price Varies			
CLK	36 20 lots / tracts or less	\$ 50.00	Plus fees CLK 3 - CLK 8	
CLK	37 21 through 29 lots / tracts	\$ 55.00	Plus fees CLK 3 - CLK 8	
CLK	38 30 through 49 lots / tracts	\$ 60.00	Plus fees CLK 3 - CLK 8	
CLK	39 50 through 74 lots / tracts	\$ 65.00	Plus fees CLK 3 - CLK 8	
CLK	40 75 through 100 lots / tracts	\$ 70.00	Plus fees CLK 3 - CLK 8	
CLK	41 over 100 lots / tracts	\$ 70.00	+ \$0.10 per lot / tract over 100 Plus fees CLK 3 - CLK 8	
CLK	42 Partition Plats	\$ 25.00	Plus fees CLK 3 - CLK 8	
	Antique Dealers License			
CLK	43 Initial Fee	\$ 50.00		
CLK	44 Renewal Fee	\$ 25.00		
	Marriage License	\$ 55.00		
CLK	45 Replacement of lost marriage license	\$ 10.00		
CLK	46 Replacement of memento marriage certificate	\$ 3.50		
CLK	47 Amend marriage record	\$ 45.00	each marriage record	
	Solemnizing a Marriage			
CLK	48 During business hours	\$ 117.00		
CLK	49 After business hours	\$ 117.00	+ mileage	
CLK	50 Declaration of Domestic Partnership registration fee	\$ 55.00		
CLK	51 Request for waiver of three day waiting period for marriage license.	\$ 10.00	per waiver	
Community Development				
CDD	1 Refund request processing	\$ 35.00		
	No refunds if refund amount is less than \$35.00. Other amounts may be deducted from refund for work already performed.			
CDD	2 Address Issuance	\$ 36.75	per dwelling	\$ 38.00
CDD	3 New use with separate address (charged at time of building permit or plot plan review, except revised plot plan review)	\$ 36.75		\$ 38.00
CDD	4 Copy fee	\$ 0.25	per page	
CDD	5 Color-Copy Fee	\$ 1.00	per page	
CDD	6 Coin-copy machine	\$ 0.10	per page	
CDD	7 Plot plan review	\$ 93.75		\$ 107.75
CDD	8 Advanced planning fee (supports long-range planning and regular code updates and review)	0.29%	of bldg valuation	0.34%
CDD	9 Public Information fee (supports public information and assistance in Bend, Redmond and LaPine and allows for consolidated permit processing at one location)	0.30%	of bldg valuation	0.35%
CDD	10 Code compliance fee (supports code enforcement program)	0.25%	of bldg valuation	0.27%
NEW	Code Compliance Court Fine or Fee			ACS

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Community Development (continued)				
CDD 11	Research/file review supervision	\$ 184.00	per hour	\$ 191.25
CDD 12	Road Access Permit	\$ 78.50		\$ 81.50
CDD 13	Second Road Access Permit	\$ 39.25		\$ 40.50
CDD 14	Three or more Road Access Permits	\$ 19.50	each	\$ 20.25
CDD 15	Consultation by CDD professional staff	ACS		
CDD 16	Consultation by CDD building safety staff	ACS		
CDD 17	Consultation by CDD electrical staff	ACS		
CDD 18	Consultation by CDD code enforcement staff	ACS		
CDD 19	Consultation by CDD environmental onsite staff	ACS		
CDD 20	Consultation by CDD current planning staff	ACS		
CDD 21	Consultation by CDD long range planning staff	ACS		
CDD 22	Collection/administration fee for system development charges	\$ 35.00	per fee collected	\$ 36.50
Policy Regarding Refunds:				
	A 75% refund may be made after an application has been received. The 25% withheld covers work associated with the application, including zoning, septic and plot plan review, file creation and staff assignment. An additional percentage will be withheld as each additional phase of the permitting process is completed (i.e. plan review, inspections, staff report preparation). Refunds must be requested within 180 days of application. In every case, the \$35 refund request processing fee will be charged to cover the cost of refund check processing and issuance.			
CDD 23	Bend Park and Recreations SDC for Accessory Dwelling Unit (ADU)	\$ 4,207.00		\$ 4,689.00
CDD 24	Bend Park and Recreations SDC for Multi Family, (0 bedrooms)	\$ 4,207.00		\$ 4,689.00
CDD 25	Bend Park and Recreations SDC for Multi Family, (1 bedroom)	\$ 4,636.00		\$ 5,166.00
CDD 26	Bend Park and Recreations SDC for Multi Family, (2 bedrooms)	\$ 7,517.00		\$ 8,377.00
CDD 27	Bend Park and Recreations SDC for Multi Family, (3 bedrooms)	\$ 9,738.00		\$ 10,852.00
CDD 28	Bend Park and Recreations SDC for Hotel/Motel, each unit	\$ 6,722.00	per room	\$ 7,491.00
CDD 29	Bend Park and Recreations SDC for Single Family Home (< 500 sq ft)	\$ 6,663.00		\$ 7,425.00
CDD 30	Bend Park and Recreations SDC for Single Family Home (500-1,000 sq ft)	\$ 7,245.00		\$ 8,074.00
CDD 31	Bend Park and Recreations SDC for Single Family Home (1,000- 1,600 sq ft)	\$ 8,414.00		\$ 9,376.00
CDD 32	Bend Park and Recreations SDC for Single Family Home (1,601 - 3,000 sq ft)	\$ 9,544.00		\$ 10,635.00
CDD 33	Bend Park and Recreations SDC for Single Family Home (> 3,001 sq ft)	\$ 10,673.00		\$ 11,895.00
CDD 34	Bend Park and Recreation SDC for Manufactured/Mobile Home Placement Permit (in a Park)	\$ 8,803.00		\$ 9,810.00
CDD 35	La Pine Special Sewer District SDC 5/8" meter	\$ 6,663.00		
CDD 36	La Pine Special Sewer District SDC 3/4" meter	\$ 9,995.00		
CDD 37	La Pine Special Sewer District SDC 1" meter	\$ 16,658.00		
CDD 38	Transportation SDCs - base rate	\$ 5,080.00	Per peak hour trip	\$ 5,603.00
CDD 39	Transportation SDCs - Single Family Home	\$ 4,115.00	Per single family home	\$ 4,538.00
CDD 40	System development charge payment plan administrative fee	\$ 300.00		
CDD - Building Safety Division				
CDBS 1	Reproduction printing of electronically submitted plans at customer request	\$ 4.50	per page/sheet	
CDBS 2	Phased or Deferred Projects Phased Project Plan Review Fee – in addition to project plan review fees	\$ 581.50	plus 10% of the total project building permit fee not to exceed \$1,500.00 for each phase or portion of the project	\$ 604.75

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
	CDD - Building Safety Division (continued)					
NEW	Deferred Submittal Plan Review Fee – in addition to project plan review fees				calculated using the value of the deferred portion with a \$250 minimum	65%
	Expedited Review (optional program):					
CDBS	3 Structures require engineer/architect stamped plans	\$ 443.75			in addition to bldg permit fee	\$ 461.50
CDBS	4 All others	\$ 188.75			in addition to bldg permit fee	\$ 196.30
CDBS	5 Special Inspection - inspections that do not fit into the specific type of permits under the building code	\$ 99.00			or ACS	\$ 103.00
CDBS	6 Agricultural building exemption fee	\$ 65.25				\$ 67.75
CDBS	7 Building inspections outside of normal business hours (min charge - two hours)	\$ 107.00			per hour	\$ 111.25
CDBS	8 Re-inspection fee	\$ 93.00			each	\$ 96.75
CDBS	9 Inspections for which no fee is specifically indicated (min charge - ½ hour)	\$ 107.00			per hour	\$ 111.25
CDBS	10 Additional plan review required by changes, addition or revisions to approved plans (min charge - ½ hour)	\$ 107.00			per hour	\$ 111.25
CDBS	11 Demolition permits	\$ 186.50				\$ 194.00
CDBS	12 Consultation fee (min 1 hour)	\$ 93.00			per hour	\$ 96.75
CDBS	13 Temporary certificate of occupancy (commercial)	\$ 550.75			plus \$100 per day over 30 days	\$ 572.75
CDBS	14 Temporary certificate of occupancy (residential)	\$ 155.00				\$ 161.25
CDBS	15 Solar Building Permit - Prescriptive	\$ 105.50				\$ 109.75
NEW	Solar Building Permit - Non-Prescriptive Path System - valuation to include the solar panels, racking, mounting elements, rails and the cost of labor to install. Solar electrical equipment including collector panels and inverters shall be excluded from the Structural Permit valuation.				Fee as per Structural Permit Fee table by valuation	
	New construction and additions shall be calculated using the ICC Building Valuation Data Table current as of April 1st of each year.					
	CDD may charge the average or actual additional cost for ensuring a building, structure or system is in conformance with state building code for work commenced prior to permit issuance.					
	Residential Fire Suppression					
CDBS	16 Residential Sprinklers 0-2000 sq ft, includes plan review, applies to standalone and multipurpose/continuous loop	\$ 1.90			sq.-Ft.-Value-	\$ 200.00
CDBS	17 Residential Sprinklers 2001-3600 sq ft, includes plan review, applies to standalone and multipurpose/continuous loop	\$ 2.60			sq.-Ft.-Value	\$ 250.00
CDBS	18 Residential Sprinklers 3601-7200 sq ft, includes plan review, applies to standalone and multipurpose/continuous loop	\$ 3.20			sq.-Ft.-Value	\$ 325.00
CDBS	19 Residential Sprinklers 7201 sq ft and greater, includes plan review, applies to standalone and multipurpose/continuous loop	\$ 3.70			sq.-Ft.-Value	\$ 410.00
	Commercial Fire Suppression					
NEW	Commercial Fire Suppression				See Structural Permit Fee table by valuation	
CDBS	20 Re-inspection fee: A \$93-\$96.75 re-inspection fee shall be charged for inspections of violations found by the division on or after the second inspection and for inspections requested but which cannot be performed due to inability to get access to work to be inspected.	\$ 93.00				\$ 96.75
	PLAN REVIEW:					
CDBS	21 Approval of additional set of plans	\$ 24.50				\$ 25.50
CDBS	22 Plan check fee	\$ 0.65			bldg permit fee	
CDBS	23 Plan check fee for electrical and mechanical systems of commercial/ residential buildings	\$ 0.25			bldg permit fee	

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
CDBS	24 Plan check fee for plumbing of commercial/ residential bldgs	\$ 0.30	bldg permit fee	
CDBS	25 Plan check fee for fire/life safety/over 4,000 sq ft	\$ 0.40	bldg permit fee	
CDBS	26 Plan check for manufactured dwelling/rec park plan review	\$ 0.65	permit fee	
	The current State of Oregon surcharge is added to all fees in the Building Safety Division. Additional State fees may apply.			
	Total valuation:			
CDBS	27 \$1.00 to \$500.00	\$ 10.25		
CDBS	28 \$501.00 to \$2,000.00	\$ 10.25	first \$500 + \$1.75 for each additional \$100 or fraction thereof, to and including \$2,000	
CDBS	29 \$2,001.00 to \$25,000.00	\$ 36.25	first \$2,000 +\$6.50 for each additional \$1,000 or fraction thereof, to and including \$25,000	\$ 36.50
CDBS	30 \$25,001.00 to \$50,000.00	\$ 187.50	first \$25,000 +\$5.00 for each additional \$1,000 or fraction thereof, to and including \$50,000	\$ 186.00
CDBS	31 \$50,001.00 to \$100,000.00	\$ 312.50	first \$50,000 +\$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000	\$ 311.00
CDBS	32 \$100,001.00 and up	\$ 534.25	first \$100,000 +\$5.50 for each additional \$1,000 or fraction thereof	\$ 536.00
	Plumbing: includes one kitchen, first 100 feet each of site utilities, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system. Half bath counted as whole.			
CDBSPL	1 One and Two Family / 1 bath	\$ 357.00		\$ 371.25
CDBSPL	2 One and Two Family / 2 bath	\$ 459.00		\$ 477.25
CDBSPL	3 One and Two Family / 3 bath	\$ 510.00		\$ 530.50
CDBSPL	4 One and Two Family / 4 bath	\$ 561.00		\$ 583.50
CDBSPL	5 Baths greater than 4 3	\$ 51.00		\$ 53.00
CDBSPL	6 One and two family/solar (when connected with potable water)	\$ 138.25		\$ 143.75
	Residential and U1 plumbing:			
CDBSPL	7 Remodel Minimum Fee	\$ 59.50		\$ 61.75
	Fixtures:			
CDBSPL	8 Kitchen sink	\$ 28.50		\$ 29.50
CDBSPL	9 Water heater	\$ 28.50		\$ 29.50
CDBSPL	10 Disposal	\$ 28.50		\$ 29.50
CDBSPL	11 Water closet	\$ 28.50		\$ 29.50
CDBSPL	12 Basin	\$ 28.50		\$ 29.50
CDBSPL	13 Tub (bathing)	\$ 28.50		\$ 29.50
CDBSPL	14 Shower	\$ 28.50		\$ 29.50

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
CDBSPL 15	Clothes washer	\$ 28.50		\$ 29.50
CDBSPL 16	Laundry tub	\$ 28.50		\$ 29.50
CDBSPL 17	Other Plumbing	\$ 28.50		\$ 29.50
CDBSPL 18	Floor drain	\$ 28.50		\$ 29.50
CDBSPL 19	Backflow Preventer	\$ 28.50		\$ 29.50
CDBSPL 20	Urinal	\$ 28.50		\$ 29.50
CDBSPL 21	Hose bibs	\$ 28.50		\$ 29.50
	Water service/sanitary/storm sewer:			
CDBSPL 22	Water service (first 100 feet or fraction thereof)	\$ 97.75		\$ 101.50
CDBSPL 23	Water service (second 100 ft. or fraction thereof)	\$ 55.50		\$ 57.75
CDBSPL 24	Building sewer (first 100 feet or fraction thereof)	\$ 97.75		\$ 101.50
CDBSPL 25	Building sewer (each additional 100 ft. or fraction thereof)	\$ 55.50		\$ 57.75
CDBSPL 26	Building storm sewer or rain drain (each 100 feet or fraction thereof)	\$ 97.75		\$ 101.50
CDBSPL 27	Storm or rain drain (each additional 100 feet or fraction thereof)	\$ 55.50		\$ 57.75
CDBSPL 28	Alternate potable water heating system (coil, heat pumps, extractor, water treatment equipment, etc.)	\$ 97.75		\$ 101.50
	Manufactured Homes:			
CDBSPL 29	M/H park sewer connection & water distribution system	\$ 97.75	per space	\$ 101.50
CDBSPL 30	Prefabricated structures site inspections (includes site development & connection of the prefabricated structure)	\$ 97.75		\$ 101.50
CDBSPL 31	Special inspections	\$ 107.00	per hour	\$ 111.25
	Commercial Plumbing			
	(all buildings other than R-3 & U-1):			
CDBSPL 32	Minimum Fee	\$ 143.50		\$ 149.25
CDBSPL 33	Fixture fee - commercial	\$ 28.50		\$ 29.50
CDBSPL 34	Backflow prevention device	\$ 28.50		\$ 29.50
CDBSPL 35	Sink-kitchen, bar, laundry	\$ 28.50		\$ 29.50
CDBSPL 36	Lavatory - bathrooms only	\$ 28.50		\$ 29.50
CDBSPL 37	Tub/shower combinations	\$ 28.50		\$ 29.50
CDBSPL 38	Separate shower and tub	\$ 28.50		\$ 29.50
CDBSPL 39	Water closets	\$ 28.50		\$ 29.50
CDBSPL 40	Dishwashers	\$ 28.50		\$ 29.50
CDBSPL 41	Disposal	\$ 28.50		\$ 29.50
CDBSPL 42	Washing machine	\$ 28.50		\$ 29.50
CDBSPL 43	Water heater	\$ 28.50		\$ 29.50
CDBSPL 44	Urinal	\$ 28.50		\$ 29.50
CDBSPL 45	Hose bibs	\$ 28.50		\$ 29.50
CDBSPL 46	Bidet	\$ 28.50		\$ 29.50
CDBSPL 47	Catch Basins	\$ 28.50		\$ 29.50
CDBSPL 48	Drinking fountain	\$ 28.50		\$ 29.50
CDBSPL 49	Receptors	\$ 28.50		\$ 29.50
CDBSPL 50	Interceptors	\$ 28.50		\$ 29.50
CDBSPL 51	Floor drains	\$ 28.50		\$ 29.50
CDBSPL 52	Sewage and sump pump	\$ 28.50		\$ 29.50
CDBSPL 53	Special water connection	\$ 28.50		\$ 29.50

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
CDBSPL 54	Storm drain - first 100 feet	\$ 60.75		\$ 63.25
CDBSPL 55	Storm drain - each additional 100 feet	\$ 28.50		\$ 29.50
CDBSPL 56	Swimming pool piping	\$ 93.00		\$ 96.75
CDBSPL 57	Solar	\$ 28.50		\$ 29.50
CDBSPL 58	Plumbing alteration not specified	\$ 28.50		\$ 29.50
CDBSPL 59	Water service - first 100 feet	\$ 97.75		\$ 101.50
CDBSPL 60	Water service (each additional 100 ft)	\$ 55.50		\$ 57.75
CDBSPL 61	Sewer - first 100 feet	\$ 97.75		\$ 101.50
CDBSPL 62	Sewer - each additional 100 feet	\$ 55.50		\$ 57.75
	Medical Gas – fee based on installation costs and system equipment, including but not limited to inlets, outlets, fixtures and appliances			
	Valuation:			
CDBSPL 63	Medical Gas Connection 0 – 25,000 valuation \$0 - \$25,000	\$ 137.00		\$ 142.50
CDBSPL 64	Medical Gas Connection 25,001 – 50,000 valuation \$25,001 - \$50,000	\$ 215.25		\$ 142.50
CDBSPL 65	Medical Gas Connection 50,001 – 100,000 valuation \$50,001 - \$100,000	\$ 254.00		\$ 223.75
CDBSPL 66	Medical Gas Connection over 100,000 valuation \$100,001 and above	\$ 326.25		\$ 336.00
CDBSPL 67	M/H park sewer collection/water distribution system	\$ 93.00	per space	\$ 96.75
CDBSPL 68	Special inspection	\$ 81.50	per hour	\$ 84.75
CDBSPL 69	Alternative potable water heating systems (coils, extractors, heat pumps, etc.)	\$ 59.50		\$ 61.75
CDBSPL 70	M/H Park Installation Connection	\$ 75.00		\$ 78.00
Recreational Vehicle and Manufactured Dwelling Parks				
Inspection Fees-				
Minimum Plumbing Fee:				
CDBSPL 71	Five or fewer spaces	\$ 296.75		\$ 308.75
CDBSPL 72	Six to 19 spaces	\$ 296.75	plus \$51.00 \$53.00 per space	\$ 308.75
CDBSPL 73	Twenty or more spaces	\$ 296.75	plus \$39.00 \$40.50 per space	\$ 742.00
MECHANICAL:				
CDBSM 1	Minimum Fee	\$ 84.50	each	\$ 87.75
CDBSM 2	Installation or relocation of forced-air or gravity-type furnace or burner, including ducts & vents attached to such appliance up to/including 100,000 Btu/h, up to 100,000 cfm air handler	\$ 21.00	each	\$ 21.75
CDBSM 3	Installation or relocation of forced-air or gravity-type furnace or burner, including ducts and vents attached to each appliance over 100,000 Btu/h, over 100,000 cfm air handler	\$ 24.25	each	\$ 25.25
CDBSM 4	Installation or relocation of floor furnace, including vent	\$ 15.75	each	\$ 16.25
CDBSM 5	Installation or relocation of suspended heater, recessed wall heater or floor-mounted heater	\$ 15.75	each	\$ 16.25

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
CDBSM	6	Installation, relocation or replacement of appliance vent installed and not included in an appliance permit	\$ 9.25	each \$ 9.75
CDBSM	7	Repair, alteration or addition to heating appliance, refrigeration, cooling, absorption, or heating/cooling/absorption unit or evaporative cooling system, including installation of controls (Heat Pump)	\$ 21.00	each \$ 21.75
CDBSM	8	Installation or relocation of boiler or compressor to and including three horsepower, or absorption system to and including 100,000 Btu/h	\$ 19.25	each \$ 20.00
CDBSM	9	Installation or relocation of boiler or compressor over three horse power to and including 15-horsepower, or absorption system over 100,000 Btu/h and including 500,000 Btu/h	\$ 29.50	each \$ 30.75
CDBSM	10	Installation or relocation of boiler or compressor over 15-horsepower to and including 30-horsepower, or absorption system over 500,000 Btu/h and including 1,000,000 Btu/h	\$ 29.50	each \$ 30.75
CDBSM	11	Installation/relocation of boiler or compressor over 30-horsepower to including 50-horsepower or for absorption system over 1,000,000 Btu/h to and including 1,750,000 Btu/h	\$ 41.00	each \$ 42.75
CDBSM	12	Installation or relocation of boiler or refrigeration compressor over 50-horsepower or absorption system over 1,750,000 Btu/h	\$ 74.00	each \$ 77.00
CDBSM	13	Air-handling unit to and including 10,000 cubic feet per minute (cfm), including attached ducts	\$ 11.50	each \$ 12.00
CDBSM	14	Air-handling unit of 10,000 cfm	\$ 21.00	each \$ 21.75
CDBSM	15	Evaporative cooler other than portable	\$ 11.50	each \$ 12.00
CDBSM	16	Ventilation fan connected to single duct	\$ 9.50	each \$ 10.00
CDBSM	17	Ventilation system that is not a portion of any heating or air-conditioning system authorized by a permit	\$ 12.00	each \$ 12.50
CDBSM	18	Installation of hood which is served by mechanical exhaust, including ducts for hood	\$ 12.00	each \$ 12.50
CDBSM	19	Installation/relocation of domestic-type incinerator/woodstove, includes vent	\$ 30.75	each \$ 32.00
CDBSM	20	Installation/relocation of propane or natural gas vented room heaters, gas fired appliance, includes vent	\$ 30.75	each \$ 32.00
CDBSM	21	Appliance or piece of equipment regulated by code but not classified in other appliance categories	\$ 12.00	each \$ 12.50
CDBSM	22	Gas-piping system - one to four outlets	\$ 8.00	\$ 8.25
CDBSM	23	Inspection outside of normal business hours (minimum charge - two hours)	\$ 121.25	per hour \$ 126.00
CDBSM	24	Re-inspection fee	\$ 93.00	each \$ 96.75
CDBSM	25	Inspections for which no fee is specifically indicated (minimum charge - ½ hour)	\$ 91.00	per hour / 1/2 hour minimum charge \$ 94.75
CDBSM	26	Additional plan review required by changes, additions or revisions to approved plans (min charge ½ hour)	\$ 91.00	per hour / 1/2 hour minimum charge \$ 94.75
CDBSM	27	Installation or relocation of hydronic in-floor heating	\$ 77.00	\$ 80.00
CDBSM	28	Installation or relocation of fuel fired or electrical heat exchanger (to be used in a hydronic heating system)	\$ 29.50	\$ 30.75
CDBSM	29	Mini split system	\$ 40.00	\$ 41.50
CDBSM	30	Heat recovery ventilator system (HRV)	\$ 12.00	\$ 12.50
Commercial Mechanical Permit Fee Table				
Commercial and Multifamily New, Alterations, Additions, Repairs & Accessory Structures				
Total Valuation				
CDBSM	31	\$1 to \$2,000	\$ 76.50	
CDBSM	32	\$2001 to \$25,000	\$ 137.75	first \$2,000 plus 11.50 for each additional \$1,000 or fraction thereof, to and including \$25,000 \$ 76.50

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
CDBSM	33 \$25,001 to \$50,000	\$ 401.50	first \$25,000 plus 9.50 for each additional \$1,000 or fraction thereof, to and including \$50,000	\$ 341.00
CDBSM	34 \$50,001 to \$100,000	\$ 637.50	first \$50,000 plus 6.25 for each additional \$1,000 or fraction thereof up to and including \$100,000	\$ 578.50
CDBSM	35 \$100,001 and up	\$ 953.75	first \$100,000 plus 4.25 for each additional \$1,000 or fraction thereof	\$ 891.00
	ELECTRICAL:			
	Residential - New 1 & 2 family dwellings single or new multi-family per dwelling unit. Service included.		# of inspections per permit allowed	
CDBSE	1 1,000 square feet or less	\$ 264.75	4	\$ 304.50
CDBSE	2 Each additional 500 square feet, or portion thereof	\$ 45.00		\$ 51.75
	Multi-family gb uilding containing three or more apartments; Determine fee for the largest unit using the sq. ftg. rates above, additional units are charged at 50%. the square footage of the largest apartment in the building and compute the fee. For each additional apartment in the building, a fee of one-half of the first unit fee must be used.		4	
CDBSE	3 Each manufactured home or modular dwelling service or feeder	\$ 123.25	2	\$ 141.75
	Service/feeders: installation, alteration or relocation:			
CDBSE	4 200 amps or less	\$ 150.50	2	\$ 173.00
CDBSE	5 201 amps to 400 amps	\$ 183.25	2	\$ 210.75
CDBSE	6 401 amps to 600 amps	\$ 299.25	2	\$ 344.25
CDBSE	7 601 amps to 1000 amps	\$ 373.75	2	\$ 429.75
CDBSE	8 Over 1000 amps or volts	\$ 907.00	2	\$ 1,043.00
CDBSE	9 Reconnect only	\$ 123.00	2	\$ 141.50
	Temporary service or feeders - installation, alterations or relocation			
CDBSE	10 200 amps or less	\$ 123.00	2	\$ 141.50
CDBSE	11 201 amps to 400 amps	\$ 168.25	2	\$ 193.50
CDBSE	12 Over 400 401 amps to 600 amps	\$ 223.50	2	\$ 257.00
CDBSE	13 Over 600 amps to 1000 volts - see "service/feeders" (10 branch circuits included) above	\$ 290.00		\$ 333.50
	Branch circuits - new, alteration or extension per panel			
	Fee for branch circuits with purchase of service or feeder fee			
CDBSE	14 Each branch circuit	\$ 11.75	2	\$ 13.50
	Fee for branch circuits without purchase of service or feeder fee			
CDBSE	15 First branch circuit	\$ 115.50	2	\$ 132.75
CDBSE	16 Each additional branch circuit	\$ 11.75	2	\$ 13.50
	Miscellaneous (service or feeder not included)		# of inspections per permit allowed	
CDBSE	17 Each water or sewage pump or irrigation circle	\$ 123.25	2	\$ 141.75
CDBSE	18 Each sign or outline lighting	\$ 123.25	2	\$ 141.75
CDBSE	19 Signal circuit(s) or a limited energy panel, alteration or extension - commercial use	\$ 123.25	2	\$ 141.75

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Building Safety Division (continued)				
Renewable Energy Systems				
CDBSE 20	5 KVA or less	\$ 145.25	2	\$ 79.00
CDBSE 21	5.01 KVA to 15KVA	\$ 152.00	2	\$ 94.00
CDBSE 22	15.01 KVA to 25 KVA	\$ 159.75	2	\$ 156.00
CDBSE 23	Over 25 KVA	\$ 6.50	2 per KVA / \$7.50 per kva over 25 kva, \$156.00 for first 25 kva – maximum fee at 100 kva	\$ 7.50
Wind Generation Systems				
CDBSE 24	26 KVA to 50 KVA	\$ 181.25		\$ 204.00
CDBSE 25	51 KVA to 100 KVA	\$ 191.50		\$ 469.00
CDBSE 26	Over 100 KVA	\$ 8.60		\$ 9.75
Solar Farms				
CDBSE 27	26 KVA to 50 KVA	\$ 181.25		\$ 204.00
CDBSE 28	51 KVA to 100 KVA	\$ 191.50		\$ 469.00
CDBSE 29	Over 100 KVA	\$ 8.60		\$ 9.75
CDBSE 30	Renewable Electric Energy Plan Review	\$ 0.25	of the permit fee	
Limited energy - residential use				
CDBSE 31	One and two family	\$ 60.50		\$ 69.50
CDBSE 32	Multi-family limited energy and/or protective signaling	\$ 112.50	per floor; 2 inspections allowed per floor	\$ 129.25
CDBSE 33	Each additional inspection over the allowable in any of the above	\$ 75.75	per inspection	\$ 87.00
CDBSE 34	Other inspections not listed above (portal to portal - one hour minimum)	\$ 123.25	per hour	\$ 141.75
CDBSE 35	Bulk-labels	\$ 39.75	-	\$ 45.75
CDBSE 36	Master permit - renewed annually at no additional fee other than required annual inspections.	\$ 100.00		
CDBSE 37	Inspections outside or normal business hours (min charge - two hours)	\$ 123.00	per hour	\$ 141.50
CDBSE 38	Re-inspection fee	\$ 94.25	each	\$ 108.50
CDBSE 39	Inspections for which no fee is specifically indicated (min charge - ½ hour)	\$ 123.25	per hour	\$ 141.75
CDBSE 40	Additional plan review required by changes, additions or revisions to approved plans	\$ 123.25	per hour	\$ 141.75
CDBSE 41	Inspection for code items requiring inspection, but no specific fees are given	\$ 93.25	each item	\$ 107.25
MANUFACTURED DWELLINGS:				
CDBSMF 1	Manufactured dwelling and cabana installation permit	\$ 694.62	per installation + applicable state fee(s)	\$ 798.75
CDBSMF 2	Manufactured dwelling and cabana re-inspection fee	\$ 160.00	per re-inspection	\$ 184.00
NEW	State Cabana Fee			\$ 30.00
New Manufactured Home Park Fee Schedule:				
The Area Development Permit fee to be calculated based on the valuations shown in Table 2 of OAR 918-600-0030 for Manufactured Dwelling/Mobile Home Parks and Table 2 of OAR 918-650-0030 for Recreational Park & Organizational Camp – and applying the valuation amount to Table 1 as referenced for each.				
Table 1				
Total valuation:				
CDBSMP 1	\$1.00 to \$500.00	\$ 15.25		

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
	CDD - Building Safety Division (continued)					
CDBSMP 2	\$504.00 to \$2,000.00	\$ 15.25			first \$500 + \$1.75 for each additional \$400 or fraction thereof to and including \$2000	
CDBSMP 3	\$2,004.00 to \$25,000.00	\$ 46.00			first \$2,000 + \$9.25 for each additional \$1,000 or fraction thereof to and including \$25,000	
CDBSMP 4	\$25,004.00 to \$50,000.00	\$ 257.00			first \$25,000 + \$6.75 for each additional \$1,000 or fraction thereof to and including \$50,000	
CDBSMP 5	\$50,004.00 to \$100,000.00	\$ 422.75			first \$50,000 + \$4.75 for each additional \$1,000 or fraction thereof to and including \$100,000	
CDBSMP 6	\$100,004.00 to \$500,000.00	\$ 652.25			first \$100,000 + \$3.75 for each additional \$1,000 or fraction thereof to and including \$500,000	
CDBSMP 7	\$500,004.00 to \$1,000,000.00	\$ 2,080.25			first \$500,000 + \$2.25 for each additional \$1,000 or fraction thereof to and including \$1,000,000	
CDBSMP 8	\$1,000,004.00 and up	\$ 3,640.25			first \$1,000,000 + \$2.25 for each additional \$1,000 or fraction thereof	
CDBSMP 9	Evaluation: Table 2 - spaces per acre					
	Park Class	A	B	C		
	4 or less	\$ 5,901.00	5,504	5,312		
	5	\$ 5,517.00	5,120	5,028		
	6	\$ 5,197.00	4,800	4,608		
	7	\$ 4,941.00	4,544	4,352		
	8	\$ 4,685.00	4,288	4,269		
	9	\$ 4,493.00	4,096	3,904		
	10	\$ 4,365.00	3,968	3,776		
	11	\$ 4,304.00	3,904	3,712		
	12	\$ 4,237.00	3,804	3,648		
	Note:					
	1. Table 2 is based on the 1990 evaluation of Mobile Home Parks published by the Oregon Department of Revenue.					

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	CDD - Building Safety Division (continued)			
	2. Deduct ten percent from the valuation of parks constructed east of the Cascade Summit.			
	3. "Class A" parks contains paved streets, curbs and sidewalks.			
	4. "Class B" parks contains paved streets, no curbs and no sidewalks.			
	5. "Class C" parks contain no paved streets, no curbs, but have sidewalks on one side of each street.			
	6. When a park contains spaces in more than one class, figure the spaces in each class; then add them together to obtain the total valuation for the park.			
CDBSMP 10	Additional plan review required by changes, additions or revisions to approved plans (min charge - ½ hour)	\$ 107.00	per hour	\$ 111.25
CDBSMP 11	Consultation fee (min charge - one hour)	\$ 91.00	per hour	\$ 94.75
	State surcharge on manufactured home park permit fee is 12% of total			
	Plan check fee for manufactured home park is 65% of building permit fee			
	Prefabricated Structural Inspections (includes site development and connection of the prefabricated structure)			
CDBSMP 12	MH Park Installation connection	\$ 67.25		\$ 70.00
	New Recreation Park Fee Schedule: Table 1			
	Total valuation:			
CDBSRP 1	\$1.00 to \$500.00	\$ 15.25		
CDBSRP 2	\$501.00 to \$2,000.00	\$ 15.25		first \$500 + \$2.25 for each additional \$100 or fraction thereof to and including \$2,000
CDBSRP 3	\$2,001.00 to \$25,000.00	\$ 46.00		first \$2,000 + \$9.25 for each additional \$1,000 or fraction thereof to and including \$25,000
CDBSRP 4	\$25,001.00 to \$50,000.00	\$ 257.00		first \$25,000 + \$6.75 for each additional \$1,000 or fraction thereof to and including \$50,000
CDBSRP 5	\$50,001.00 to \$100,000.00	\$ 422.75		first \$50,000 + \$4.75 for each additional \$1,000 or fraction thereof to and including \$100,000
CDBSRP 6	\$100,001.00 to \$500,000.00	\$ 652.25		first \$100,000 + \$3.75 for each additional \$1,000 or fraction thereof to and including \$500,000
CDBSRP 7	\$500,001.00 to \$1,000,000.00	\$ 2,080.25		first \$500,000 + \$2.25 for each additional \$1,000 or fraction thereof to and including \$1,000,000

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE				UNIT	Proposed FY2024 Fee
	CDD - Building Safety Division (continued)						
						first \$1,000,000 + \$2.25 for each additional \$1,000 or fraction thereof	
CDBSRP	8 \$1,000,001.00 and up Recreation Park Valuation Table - Table 2	\$ 3,610.25					
CDBSRP	9 Evaluation: Table 2 - spaces per acre						
	Park Class	A	B	C			
	6	\$ 2,637.00	2,483	1,792			
	8	\$ 2,470.00	2,317	1,626			
	10	\$ 2,320.00	2,176	1,485			
	12	\$ 2,189.00	2,035	1,344			
	14	\$ 2,074.00	1,920	1,229			
	16	\$ 1,978.00	1,824	1,133			
	18	\$ 1,907.00	1,754	1,062			
	20	\$ 1,849.00	1,696	1,005			
	22	\$ 1,798.00	1,645	954			
	Note:						
	1. Table 2 is based on the 1990 evaluations for Recreation Vehicle Parks published by the Oregon Department of Revenue						
	2. Deduct ten percent from the valuation of parks and camps constructed east of the Cascade Summit.						
	3. "Class A" parks and camps contain paved streets and electric, water and sewer service to each RV or camping space.						
	4. "Class B" parks and camps contain electric, water and sewer service to each RV or camping space, but do not have paved streets.						
	5. "Class C" parks and camps contain a combination of no more than two services involving electric, water or sewer and do not have paved streets.						
	6. When a park or camp contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total valuation.						
	7. The Area Development Permit does not include permits or related fees for buildings, manufactured dwelling installations, accessory buildings or structures; mechanical, plumbing or electrical systems; boiler or elevator or permits required by other agencies.						
	State surcharge on recreational park permit fee is 12% of total.						
	Plan check for recreational dwelling 65% of building permit fee.						
	CDD - Environmental Soils Division						
	Site evaluations, construction installation permits, renewal permits, alteration permits, authorization notices and existing system evaluation reports incur an additional \$100 surcharge per OAR 340-071-0140						
	On-site sewage disposal systems:						
CDES	1 New site evaluation - single family dwelling	\$ 754.00					\$ 905.00
CDES	2 Site evaluation - springtime observation *	\$ 409.00					\$ 491.00
	Commercial Facility Systems:						
CDES	3 First 1,000 gallons projected daily sewage flow	\$ 754.00					\$ 905.00
CDES	4 For each additional 500 gallons or part thereof above 1,000 gallons projected daily sewage flow up to 5,000 gallons	\$ 215.00					\$ 258.00
	Each fee paid for a site evaluation report entitles the applicant to as many site inspections on a single parcel or lot as are necessary to determine site suitability for a single system. The applicant may request additional site inspections within ninety (90) days of the initial site evaluation at no extra cost. Separate fees shall be required if site inspections are to determine site suitability for more than one (1) system on a single parcel or lot.						

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	CDD - Environmental Soils Division (continued)			
	* Not subject to surcharge			
	Consultation Fee:			
CDES 5	Environmental Soils staff in office	ACS	based on loaded salary rate of staff performing the service	
CDES 6	Environmental Soils staff in the field (one hour minimum)	ACS	based on loaded salary rate of staff performing the service	
	Construction installation permit:			
CDES 7	First 1,000 gallons projected daily sewage flow - standard on-site system	\$ 1,071.00		\$ 1,285.00
CDES 8	For each additional 500 gallons or part thereof above 1,000 gallons	\$ 157.00		\$ 188.00
	Alternative systems:			
CDES 9	Alternative Treatment Technology (ATT) System to Drain Field	\$ 1,508.00		\$ 1,810.00
NEW	Alternative Treatment Technology (ATT) System to Sand Filter			\$ 2,068.00
CDES 10	Capping fill	\$ 1,508.00		\$ 1,810.00
CDES 11	Gray water waste disposal sump	\$ 464.00		\$ 557.00
CDES 12	Pressure distribution	\$ 1,373.00		\$ 1,648.00
CDES 13	Recirculating gravel filters	\$ 1,835.00		\$ 2,202.00
CDES 14	Sand filter	\$ 1,723.00		\$ 2,068.00
CDES 15	Seepage trench	\$ 1,071.00		\$ 1,285.00
CDES 16	Steep slope	\$ 1,071.00		\$ 1,285.00
CDES 17	Tile dewatering	\$ 2,908.00		\$ 3,490.00
CDES 18	At the discretion of the Department, the permittee may be assessed a reinspection fee, not to exceed \$230.00, when a precover inspection correction notice requires correction of improper construction and at a subsequent inspection, the Department finds system construction deficiencies have not been corrected. The Department may elect not to make further precover inspections until the reinspection fee is paid.	\$ 230.00		
	Commercial Facility Systems (includes ADU when combined with residential), Plan Review:			
CDES 19	For system with projected daily sewage flow of 600 gallons, but not more than 1,000 gallons projected daily sewage flow	\$ 366.00		\$ 439.00
CDES 20	For each additional 500 gallons or part thereof above 1,000 gallons to a maximum sewage flow limit of 5,000 gallons per day	\$ 70.00		\$ 84.00
NEW	Residential Systems Variance, Plan Review For system with projected daily sewage flow of less than 600 gallons and is designed by certified professional.			\$ 439.00
	Permit Transfer, Re-instatement or Renewal:			
CDES 21	Field visit required	\$ 366.00		\$ 439.00
CDES 22	No field visit required	\$ 242.00		\$ 290.00
	Alteration Permit			
CDES 23	Major	\$ 969.00		\$ 1,163.00
CDES 24	Minor	\$ 484.00		\$ 581.00
	Repair Permit - single family dwelling			
CDES 25	Major	\$ 484.00		\$ 581.00
CDES 26	Minor	\$ 302.00		\$ 362.00
	Authorization notice:			
CDES 27	Field visit required	\$ 582.00		\$ 698.00

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
CDD - Environmental Soils Division (continued)						
CDES	28 No field visit required	\$ 280.00				\$ 336.00
	Septic location approval:					
CDES	29 Site/system verification - Field visit required	\$ 302.00				\$ 362.00
CDES	30 No field visit required	\$ 80.00				\$ 96.00
CDES	31 Pumper truck inspection*	\$ 183.00				\$ 220.00
CDES	32 Existing system evaluation report	\$ 485.00				\$ 582.00
CDES	33 Holding Tanks	\$ 921.00				\$ 1,105.00
	Report Fees					
CDES	34 Holding Tanks	\$ 33.00				\$ 40.00
CDES	35 Other Alternative systems - Service Provider	\$ 57.00				\$ 68.00
CDES	36 Other Alternative systems - Individual Customer	\$ 70.00				\$ 84.00
CDES	37 Septic tank abandonment inspection	\$ 183.00			per site	\$ 220.00
	CDD may charge twice the established fee for a septic permit or approval as a compliance recovery fee.					
	<p>Surcharges: 340-071-0140 Onsite System Fees (10) DEQ surcharge. (a) To offset a portion of the administrative and program oversight costs of the statewide onsite wastewater management program, DEQ and contract counties must levy a surcharge for each site evaluation, report permit and other activity for which an application is required in this division. The surcharge fee is listed in Table 9F as determined by DEQ. This surcharge does not apply to pumper truck inspections, annual report evaluation fees, or certification of installers or maintenance providers. Proceeds from surcharges collected by DEQ and contract counties must be accounted for separately. Each contract county must forward the proceeds to DEQ in accordance with its agreement with the DEQ.</p>					
	Activity	Surcharge				
	Site evaluation, for each site examined, based on a projected flow of:					
CDES	37 A. 1,000 gallons or less	\$ 100.00				
CDES	38 B. to 2,000 gallons	\$ 100.00				
CDES	39 C. 2,001 to 3,000 gallons	\$ 100.00				
CDES	40 D. 3,001 to 4,000 gallons	\$ 100.00				
CDES	41 E. 4,001 gallons or more	\$ 100.00				
CDES	42 Construction - installation permit	\$ 100.00				
CDES	43 Renewal permit	\$ 100.00				
CDES	44 Alteration permit	\$ 100.00				
CDES	45 Authorization notice	\$ 100.00				
CDES	46 Existing system evaluation report	\$ 100.00				
CDD - Planning Division						
NEW	Accessory Dwelling Unit Review					\$ 730.00
CDPN	1 Administrative determination with notice - Major	\$ 1,730.00				\$ 1,989.00
CDPN	4 Administrative determination with notice - Minor	\$ 1,108.00				\$ 1,274.00
CDPN	5 Administrative determination - EFU alteration of a dwelling; Historic ADU	\$ 577.00				\$ 664.00
CDPN	6 Appeals - Administrative	\$ 250.00			maximum	
CDPN	7 Appeals to Board of Commissioners - Deposit	\$ 2,998.00			+20% of original fee/Deposit/ ACS	\$ 3,448.00
CDPN	8 Appeals to Board of Commissioners - not accepted	ACS				
CDPN	9 Appeals - LUBA Remand Hearing	\$ 5,000.00			Deposit/ACS	
CDPN	10 Conditional Use (template dwelling)	\$ 3,148.00				\$ 3,620.00
CDPN	11 Conditional Use (template dwelling proposed in Haner Park, Section 36, Skyline Subdivision, 1st edition and a portion of Squaw Creek Canyon Recreational Estates, 1st edition)	\$ 2,204.00				\$ 2,535.00

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Planning Division (continued)				
CDPN 12	Conditional Use (Home Occupation - Type 1 for EFU or F Zone)	\$ 1,130.00		\$ 1,299.00
CDPN 13	Conditional Use (Home Occupation - Type 2)	\$ 1,512.00		\$ 1,739.00
CDPN 14	Conditional Use (Home Occupation - Type 3)	\$ 3,078.00		\$ 3,540.00
CDPN 15	Conditional Use (new destination resort)	\$ 17,723.00	or ACS	\$ 20,381.00
CDPN 16	Conditional Use (non-farm dwelling)	\$ 3,915.00		\$ 4,502.00
CDPN 17	Conditional Use (non-farm dwelling proposed in Squaw Creek Canyon Recreational Estates, 1st edition and Meadow Crest Acres)	\$ 2,741.00		\$ 3,152.00
CDPN 18	Conditional Use (power transmission line and communication tower or pole)	\$ 5,373.00	or ACS	\$ 6,179.00
CDPN 19	Conditional Use (P.U.D. or cluster development)	\$ 6,516.00		\$ 7,493.00
CDPN 20	Conditional Use (schools with 100 students or more)	\$ 4,496.00	or ACS	\$ 5,170.00
CDPN 21	Consultant Fee (for consultant or expert retained by County and paid for by applicant)	ACS		
CDPN 22	Declaratory Ruling (status determined under Chap. 22.40)	\$ 1,701.00		\$ 1,956.00
CDPN 23	Declaratory Ruling for Destination Resorts	ACS		
CDPN 24	Destination Resort Overnight Lodging Tracking (Eagle Crest)	\$ 5,000.00	Deposit/ACS	
CDPN 25	Expedited Land Divisions	\$ 5,058.00	or ACS	\$ 5,817.00
CDPN 26	Extension Request	\$ 415.00		\$ 477.00
CDPN 27	Filming Activities	\$ 3,667.00		\$ 4,217.00
CDPN 28	Final Plat Review (all plats)	\$ 150.00	plus \$92 \$106 per lot	\$ 172.00
CDPN 29	Hearings-Officer and Administrative Deposit	\$ 6,500.00	Deposit/ACS	
Historic Landmarks Commission Public Hearing and Review:				
CDPN 30	Add historic structure/site to Goal 5 Inventory	\$ 2,075.00		\$ 2,386.00
CDPN 31	Appeal of Landmarks Commission Decision to Board	\$ 974.00		\$ 1,120.00
CDPN 32	Exterior alteration - major	\$ 461.00		\$ 530.00
CDPN 33	Delete Historic Site/Building from Goal 5 Inventory	\$ 2,075.00		\$ 2,386.00
CDPN 34	Demolish a Historic Landmark Structure	\$ 2,075.00		\$ 2,386.00
CDPN 35	Moving a Historic Landmark Structure	\$ 461.00		\$ 530.00
Historic Administrative Review (Staff)				
CDPN 36	Appeal of Administrative Decision	\$ 250.00	maximum	
CDPN 37	Exterior Alteration - Pilot Butte Canal Historic District	\$ 103.00		\$ 118.00
CDPN 38	Exterior alteration - minor	\$ 323.00		\$ 371.00
CDPN 39	Improvement Agreement - Modified	\$ 1,688.00		\$ 1,941.00
CDPN 40	Improvement Agreement - New	\$ 2,813.00		\$ 3,235.00
CDPN 41	Land Use Verification Letter and/or Information Sheet	\$ 250.00		\$ 287.00
CDPN 42	Landscape Management Review (not visible from road or stream)	\$ 635.00		\$ 730.00
CDPN 43	Landscape Management Review (river)	\$ 1,498.00		\$ 1,723.00
CDPN 44	Landscape Management Review (road)	\$ 1,067.00		\$ 1,227.00
CDPN 45	Landscape Management Review (property includes river frontage, applied to non-conforming river setbacks)	\$ 2,249.00		\$ 2,586.00
CDPN 46	Landscape Management Review (river setback exception)	\$ 2,907.00		\$ 3,343.00
CDPN 47	Landscape Management Review (and less than 50 feet from rimrock)	\$ 2,070.00		\$ 2,380.00
CDPN 48	Limited Land Use Decision	\$ 5,058.00	plus \$28 \$32 per lot	\$ 5,817.00
Limited Use Permit (Agri-tourism & other events in EFU zone)				
CDPN 49	Type 1 or Renewal of Type 1, 2 or 3	\$ 577.00		\$ 664.00

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Planning Division (continued)				
CDPN 50	Type 2	\$ 1,130.00		\$ 1,299.00
CDPN 51	Type 3	\$ 1,130.00		\$ 1,299.00
CDPN 52	Lot of Record Verification (each proposed lot)	\$ 1,040.00		\$ 1,196.00
CDPN 53	Major Code Change (applicant will be billed for M56 Notice)	\$ 13,260.00	plus ACS (Notice)	\$ 15,249.00
CDPN 54	Master Plan (including final master plan for destination resort)	\$ 6,607.00		\$ 7,598.00
CDPN 55	Master Plan (ORS 197 - Skyline Forest)	\$ 23,063.00		\$ 26,522.00
CDPN 56	Minor code changes	\$ 6,660.00		\$ 7,659.00
CDPN 57	Modification of Conditions	\$ 1,730.00		\$ 1,989.00
CDPN 58	Modification of Submitted Application	\$ 1,108.00		\$ 1,274.00
CDPN 59	No Shooting Zone	\$ 3,293.00		\$ 3,787.00
CDPN 60	Noise Ordinance Variance/Permit	\$ 1,730.00		\$ 1,989.00
NEW	Noise Ordinance Variance Appeal			\$ 1,150.00
CDPN 61	Non-Conforming Use Alteration (without prior verification)	\$ 2,283.00		\$ 2,625.00
CDPN 62	Non-Conforming Use Verification	\$ 1,818.00		\$ 2,091.00
CDPN 63	Non-Conforming Use Alteration (with prior verification)	\$ 1,818.00		\$ 2,091.00
CDPN 64	Non-Conforming Use Verification (River/Wetland/Flood Plain)	\$ 3,364.00		\$ 3,869.00
CDPN 65	Outdoor Mass Gathering	\$ 3,293.00		\$ 3,787.00
CDPN 66	Outdoor Mass Gathering Renewal	\$ 409.00		\$ 470.00
CDPN 67	Extended Outdoor Mass Gathering	\$ 3,293.00		\$ 3,787.00
CDPN 68	Extended Outdoor Mass Gathering Renewal	\$ 594.00		\$ 683.00
CDPN 69	Partition	\$ 3,667.00	plus \$40 \$46 per lot	\$ 4,217.00
	Permit sign-off for other agency (Role change, Land Use Compatibility Statement, DMV, Water Resources, etc.)			
CDPN 70	Land Use	\$ 1,730.00		\$ 1,989.00
CDPN 71	LUCS sign off	\$ 103.00		\$ 118.00
CDPN 72	Renewal	\$ 41.00		\$ 47.00
CDPN 73	Plan Amendment (without goal exception)	\$ 6,861.00		\$ 9,890.00
CDPN 74	Plan Amendment (including goal exception/UGB expansion)	\$ 10,263.00	or ACS	\$ 13,802.00
CDPN 75	Planning Inspection Fee	\$ 865.00		\$ 995.00
CDPN 76	Pre-application meeting	ACS		
CDPN 77	Property Line Adjustment	\$ 635.00		\$ 730.00
CDPN 78	Property Line Adjustment with notice	\$ 1,108.00		\$ 1,274.00
CDPN 79	Property Line Adjustment (consolidation)	\$ 484.00		\$ 557.00
CDPN 80	Reconsideration by Hearing Officer	\$ 1,373.00		\$ 1,579.00
CDPN 81	Rimrock Setback Site Plan (within 50 feet of rim outside LM zone)	\$ 1,038.00		\$ 1,194.00
CDPN 82	Road Dedication	\$ 1,108.00		\$ 1,274.00
CDPN 83	Road Name Change	\$ 1,038.00		\$ 1,194.00
CDPN 84	Sign Permit	\$ 594.00		\$ 683.00
CDPN 85	Sign Permit (change of approved sign)	\$ 178.00		\$ 205.00
CDPN 86	Sign Permit with Variance	\$ 1,464.00		\$ 1,684.00
CDPN 87	Similar Use Ruling	\$ 1,615.00		\$ 1,857.00
	Site Plan:			
CDPN 88	Alteration or Enlargement of 25% or less (in structural area or required parking)** if site conforms with all existing standards	\$ 1,108.00		\$ 1,274.00
CDPN 89	Alteration or Enlargement, 26% to 100% (in structural area or required parking)**	\$ 2,647.00		\$ 3,044.00

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
CDD - Planning Division (continued)				
CDPN	90	Alteration or Enlargement of over 100% (in structural area or required parking)**		\$ 3,667.00
				\$ 4,217.00
CDPN	91	Change of Use (no change in structural area or required parking) site conforms with all existing standards		\$ 1,108.00
				\$ 1,274.00
CDPN	92	Site Plan with New Development** (no previous site plan approval)		\$ 4,255.00
				\$ 4,893.00
		**All new site plans and major and minor alterations are subject to the following additional fees:		
CDPN	93	Per 1,000 sq. feet of structure		\$ 58.00
				\$ 67.00
CDPN	94	Per developed acre (over 1 acre)	over 1 acre	\$ 138.00
				\$ 159.00
CDPN	95	Site Plan/Surface Mining		\$ 4,988.00
				\$ 5,736.00
		Site Plan/Surface Mining Combining Zone (SMIA):		
CDPN	96	1/4 mile from mining site and two dwellings closer		\$ 594.00
				\$ 683.00
CDPN	97	250 feet to 1/4 mile from mining site		\$ 1,038.00
				\$ 1,194.00
CDPN	98	Within 250 feet of mining site or special ESEE standards apply		\$ 1,810.00
				\$ 2,081.00
CDPN	99	Site Plan/Wildlife Review		\$ 1,108.00
				\$ 1,274.00
CDPN	100	Partition/subdivision SMIA review		\$ 1,154.00
				\$ 1,327.00
CDPN	101	Solar Access Permit		\$ 929.00
				\$ 1,068.00
CDPN	102	Solar Shade Exemption		\$ 1,811.00
				\$ 2,083.00
CDPN	103	Solar Variance		\$ 1,108.00
				\$ 1,274.00
CDPN	104	Special operating permit		\$ 2,601.00
				\$ 2,991.00
CDPN	105	Subdivision Name Change		\$ 1,108.00
				\$ 1,274.00
CDPN	106	Subdivision (cemetery)		\$ 2,819.00
				\$ 3,242.00
CDPN	107	Subdivision Replat		\$ 2,918.00
			plus \$40 \$46 per lot	\$ 3,356.00
CDPN	108	Subdivision (Tentative Plat)		\$ 6,516.00
			plus \$47 \$54 per lot	\$ 7,493.00
		Temporary Use:		
CDPN	109	All other		\$ 1,108.00
				\$ 1,274.00
CDPN	110	Land Use Permit		\$ 1,108.00
				\$ 1,274.00
CDPN	111	Manufactured Home Storage		\$ 403.00
				\$ 463.00
CDPN	112	Medical Hardship		\$ 635.00
				\$ 730.00
CDPN	113	Medical Hardship EFU or Forest		\$ 1,004.00
				\$ 1,155.00
CDPN	114	RV as Residence		\$ 403.00
				\$ 463.00
CDPN	115	RV Renewal		\$ 128.00
				\$ 147.00
CDPN	116	Variance		\$ 3,113.00
				\$ 3,580.00
CDPN	117	Variance Type II (variance from less than 25% of the standards in urban area/less than 10% of standards in the county)		\$ 1,810.00
				\$ 2,081.00
CDPN	118	Zone Change		\$ 6,689.00
			plus ACS (notice)	\$ 9,692.00
		Note: Where ACS is noted, applicant may be required to pay an advance deposit reflecting the estimated cost of service.		
CDPN	119	Oregon Liquor and Cannabis Commission License Issuance and Renewal		\$ 25.00
NEW		Oregon Liquor and Cannabis Commission License - Original Application		\$ 100.00
NEW		Oregon Liquor and Cannabis Commission License - Change in Ownership, Location or Privilege		\$ 75.00
NEW		Oregon Liquor and Cannabis Commission License - Renewal or Temporary Application		\$ 35.00
Adult Parole & Probation				
		Supervision Fees:		
APP	1	-Felons		\$ 35.00
			month	
APP	2	-Misdemeanants		\$ 35.00
			month	
APP	3	-Buccal testing		\$ 10.00
			per test	

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Adult Parole & Probation (continued)				
APP 4	Replacement identification letter for DMV	\$ 15.00	per letter	
APP 5	Transfer of Supervision to Another State	\$ 50.00	per client/transfer	
APP 6	Work team/community service Administrative Fee	\$ 40.00	person/sentencing	
APP 7	Community Service Administrative Fee	\$ 10.00	per non-payment incident	
APP 8	MRT Replacement Work Book Fee	\$ 25.00	per book replacement (first book free)	
Juvenile Community Justice				
JUV 1	Juvenile Detention Center (all non-Deschutes County juveniles)	\$ 150.00	per day	\$ 180.00
Supervision Fees:				
	1st time low level violation		Fee, Parent Letter	
JUV 2	2nd or subsequent low level violation	\$ -		
JUV 3	Referral handled by Informal Agreement or Diversion	\$ -		
JUV 4	Referral handled by Formal Court involvement	\$ -		
District Attorney				
Criminal Discovery Costs (crime report copies to defense counsel)				
DA 1	Per Felony	\$ 60.00	ea.	
DA 2	Per Measure 11 Felony	\$ 75.00	ea.	
DA 3	Per Misdemeanor	\$ 40.00	ea.	
DA 4	Per Murder	\$ 200.00	ea.	
DA 5	Per Probation Violation	\$ 15.00	ea.	
DA 6	District Attorney Diversion	\$ 15.00	ea.	
DA 7	Victims' Assistance - lost documentation	\$ 10.00		
DA 8	CDs/DVDs	\$ 15.00	ea.	
DA 9	Flash Drive for Discovery provided by defense	\$ 20.00	ea.	
DA 10	Flash Drive for Discovery provided by District Attorney	\$ 40.00	ea.	
DA 11	Records Request	\$ 25.00	1st hour	
DA 12	Records Request (after 1st hour)	\$ 50.00	additional hours	\$ 55.00
DA 13	Records Request Submitted by Insurance Services	\$ 50.00	per hour	\$ 55.00
Community Accountability Program				
DA 14	Autopsy diagnosis sheet	\$ 13.00		
DA 15	Autopsy complete report	\$ 30.00		
Deschutes County Fair				
Commercial Exhibitors Space				
FAIR 1	Indoor Commercial Space (10' wide x 8' deep)	\$ 550.00	per booth	
FAIR 2	Indoor Commercial Space/Corner (10' wide x 8' deep)	\$ 625.00	per booth	
FAIR 3	Outdoor Commercial Space (10'x10')	\$ 550.00	per booth	
FAIR 4	Outdoor Commercial Space/End or Corner (10'x10')	\$ 650.00	per booth	
FAIR 5	Outdoor Commercial Space/Carnival Area (10'x10')	\$ 650.00	per booth	
FAIR 6	Outdoor Commercial Space/Main Entrance Area & Special Interest Areas (10'x10')	\$ 700.00	per booth	
Fair Admission Rates				
Adult				
FAIR 7	Day	\$ 14.00		
FAIR 8	Season	\$ 40.00		
Seniors (62+) & Children (6-12)				

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Deschutes County Fair (continued)			
FAIR 9	Day	\$ 8.00		
FAIR 10	Season	\$ 22.00		
	Children (5 and younger)	Free		
	Deschutes County - Fair & Expo			
	Room / Space Rental (Space only, no equipment)			
F&E 1	Entire Fairgrounds Exclusive	\$ 25,000.00	per day	\$ 27,500.00
F&E 2	South Sister Building	\$ 1,800.00	per day	\$ 1,900.00
F&E 3	Lava	\$ 100.00	per day	\$ 100.00
F&E 4	Tumalo & Sparks	\$ 155.00	per day	\$ 175.00
F&E 5	Tumalo	\$ 90.00	per day	\$ 100.00
F&E 6	Sparks	\$ 90.00	per day	\$ 100.00
F&E 7	Middle Sister Building	\$ 2,200.00	per day	\$ 2,300.00
F&E 8	East Lake	\$ 100.00	per day	\$ 100.00
F&E 9	Elk, Eileen & Doris	\$ 250.00	per day	\$ 275.00
F&E 11	Eileen	\$ 90.00	per day	\$ 100.00
F&E 12	Doris	\$ 90.00	per day	\$ 100.00
F&E 13	North Sister Building	\$ 1,600.00	per day	\$ 1,700.00
F&E 14	Ochoco	\$ 100.00	per day	\$ 100.00
F&E 15	Haystack & Odell	\$ 160.00	per day	\$ 175.00
F&E 16	Haystack	\$ 100.00	per day	
F&E 17	Odell	\$ 90.00	per day	\$ 100.00
F&E 18	Bank of the Cascades Center	\$ 3,500.00	per day	\$ 3,750.00
F&E 19	Hooker Creek Arena	\$ 600.00	per day / dirt storage & animal use only	\$ 650.00
F&E 20	Juniper - Outdoor Arena	\$ 1,250.00	per day	\$ 1,500.00
F&E 21	Sagebrush Arena	\$ 1,000.00	per day	\$ 1,050.00
F&E 22	High Desert Activity Center	\$ 1,400.00	per day	\$ 1,700.00
F&E 23	Food/Beverage 3rd party catering - no use of kitchen	\$ 0.14		
F&E 24	Food/Beverage 3rd party catering - use of kitchen	\$ 0.17		
	Barns			
F&E 25	Beef Barn	\$ 580.00	per day	\$ 600.00
F&E 26	Dairy Barn	\$ 480.00	per day	\$ 500.00
F&E 27	Horse Barn	\$ 1,155.00	per day	\$ 1,200.00
F&E 28	Sheep Barn	\$ 580.00	per day	\$ 600.00
	Charges for use of Fair facilities and equipment may be negotiated at the time of booking at the discretion of the Director.			
	Parking Lots			
F&E 29	Lot A Blacktop	\$ 420.00	per day	\$ 450.00
F&E 30	Grass behind lot A	\$ 630.00	per day	\$ 650.00
F&E 31	Lot B Blacktop	\$ 580.00	per day	\$ 600.00
F&E 32	Grass Behind Lot B	\$ 850.00	per day	\$ 875.00
F&E 33	Lot C Blacktop	\$ 550.00	per day	\$ 600.00
F&E 34	Grass Behind Lot C	\$ 850.00	per day	\$ 875.00
F&E 35	Lot D Blacktop	\$ 420.00	per day	\$ 450.00
F&E 36	Grass Behind Lot D	\$ 630.00	per day	\$ 650.00

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Deschutes County - Fair & Expo (continued)			
F&E 37	Barn Grass Parking	\$ 630.00	per day	\$ 650.00
F&E 38	Sagebrush Grass Parking	\$ 300.00	per day	\$ 325.00
	Grass Areas			
F&E 39	Beef Barn Lawn	\$ 500.00	per day	\$ 525.00
F&E 40	Buckaroo Lawn	\$ 500.00	per day	\$ 525.00
F&E 41	Carnival Lawn	\$ 1,000.00	per day	\$ 1,500.00
F&E 42	Dairy Barn Lawn	\$ 400.00	per day	\$ 420.00
F&E 43	Event Center Lawn	\$ 500.00	per day	\$ 525.00
	Equipment Rental			
	Tables			
F&E 44	5' Round Folding Banquet	\$ 10.00	per event	
F&E 45	8'x30" Folding (new)	\$ 10.00	per event	
F&E 46	8'x30" Plastic Folding (new)	\$ 10.00	per event	
F&E 47	6'x18" Folding (new) Classroom	\$ 7.00	per event	
F&E 48	8'x32" Rock Hound Folding Wood	\$ 4.00	per event	
F&E 49	8'x32" White Tall Folding Wood	\$ 4.00	per event	
F&E 50	8' Picnic Tables w/ attached benches	\$ 7.00	per event	
	Chairs			
F&E 51	Chair Pad Interlock Green (Conference Center)	\$ 3.00	per event	
F&E 52	Chair Pad Brown (Conference Center)	\$ 3.00	per event	
F&E 53	Chair Folding Pad Interlock Brown (Event Center)	\$ 1.50	per event	
	Risers			
F&E 54	4'x8'x8" Folding	\$ 20.00	per event	
F&E 55	4'x8'x16" Folding	\$ 20.00	per event	
F&E 56	4'x8'x24" Folding	\$ 20.00	per event	
F&E 57	4'x4'x8" Folding Triangle Sections	\$ 12.00	per event	
	Miscellaneous Equipment			
F&E 58	Basketball Floor	\$ 4,000.00	per event	
F&E 59	4'x8' Lattice	\$ 4.00	per event	
F&E 60	4'x4' Lattice	\$ 2.00	per event	
F&E 61	4'x5' Lattice	\$ 3.00	per event	
F&E 62	4'x6' Lattice	\$ 3.00	per event	
F&E 63	2'x8' Lattice	\$ 2.00	per event	
F&E 64	Peg Boards 4'x8' w/ Legs	\$ 8.00	per event	
F&E 65	Emergency Warning Cones	\$ 3.00	per event	
F&E 66	8' Coat Racks	\$ 15.00	per event	
F&E 67	Small Round Coat Racks	\$ 8.00	per event	
F&E 68	Podium (2)	\$ 30.00	per event	
F&E 69	Lectern (1)	\$ 15.00	per event	
F&E 70	4-H Auction Stand	\$ 20.00	per event	
F&E 71	Multi-Spigot Hose Connection	\$ 20.00	per event	
F&E 72	Porta Pottie Rental (2)	\$ 100.00	per event	
	House Sound System			
	Cordless Handheld Mic	included	per event	

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Deschutes County - Fair & Expo (continued)				
F&E	73 Second Cordless Handheld Mic	\$ 30.00	per event	
F&E	74 Hardwired Mic	\$ 30.00	per event	
	Charges for use of Fair facilities and equipment may be negotiated at the time of booking at the discretion of the Director.			
Deschutes Expo Center RV Park				
NEW	1 30 Amp RV Site	\$ 38.00	per night plus applicable Transient Room Tax	\$ 40.00
NEW	2 50 Amp RV Site	\$ 42.00	per night plus applicable Transient Room Tax	\$ 45.00
RV	3 Tent Site	\$ 22.00	per night + applicable Transient Room Tax	\$ 25.00
RV	4 Extra Tent	\$ 10.00	each per night + applicable Transient Room Tax	\$ 12.00
RV	5 RV Site Lock Fee	\$ 15.00	(optional, non refundable)	
Deschutes County Fair & Rodeo				
DCFR	1 VIP Entertainment Ticket	\$ 20.00		\$ 25.00
GIS Maps & Services				
SERVICES				
GIS	1 Professional services/standard labor rate	\$ 65.00	per hour (1/2 hour min.)	\$ 76.00
GIS	2 Label printing	\$ 5.00	per page plus labor	
MAP PRINTING				
GIS	3 Prints on 24" or less paper	\$ 0.20	Per inch (10 inch min.)	\$ 0.25
GIS	4 Prints on 36" paper	\$ 0.25	Per inch (10 inch min.)	\$ 0.30
GIS	5 Prints on 42" paper	\$ 0.30	Per inch (10 inch min.)	\$ 0.35
GIS Data				
GIS	6 County Data Set - One time CD-ROM (Shape)	\$ 160.00	single copy	\$ 175.00
	GIS Data CD includes the following data layers:			
	Plss - townships, sections, quads			
	Roads - city, state, county and related			
	County Zoning, Combining Zones, and Comprehensive Plan			
	City, County, UGB, URA boundaries			
	Rivers, lakes, streams			
	Census tracts, blocks			
	100 year flood plain (FEMA)			
	District boundaries - fire, school, library			
	Tax lots			
	Schools			
GIS	7 Other Single Themes (Shapefile) or Tables	\$ 45.00	single copy	\$ 50.00

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
Behavioral Health				
BH 1	Individual and Family Counseling (maximum)*	\$ 250.00	per hour	\$ 255.00
BH 2	Assessments (maximum, excluding Physician services)*	\$ 354.00	per hour	\$ 376.00
NEW	Screenings (maximum, excluding Physician services)		per hour	\$ 263.00
BH 4	Physician services (maximum)	\$ 414.00	per hour	\$ 463.00
BH 5	Psychiatric nurse practitioner (maximum)	\$ 294.00	per hour	\$ 354.00
BH 6	Psychiatric nurse (maximum)	\$ 250.00	per hour	\$ 269.00
BH 7	Individual Counseling - Adult Assertive Community Treatment Program (community based service)	\$ 282.00		\$ 330.00
BH 8	Group Counseling - Adult Assertive Community Treatment Program (community based service)	\$ 142.00		
BH 9	Service Plan Development - Children's WRAP Program (team based service)	\$ 467.00		\$ 575.00
BH 10	Service Plan Development - Children's WRAP Program (per member per month)	\$ 1,319.00	per month	
BH 11	Group counseling <45 min (maximum, excluding physician services)*	\$ 100.00	per hour	
BH 12	Group Counseling, >45 min (maximum, excluding physician services)*	\$ 125.00		\$ 146.00
BH 13	Crisis Services (maximum, including Physician services)*	\$ 528.00	per hour	\$ 591.00
BH 14	Non-cancelled appointment (maximum)	\$ 50.00		
BH	Copy fees for requested materials from other agencies			
BH 15	20+ pages of chart notes and summary	\$ 0.25	per page	
BH 16	Finger printing for criminal history check	\$ 20.00	per check	
BH 17	Clinical Report	\$ 35.00	per report	
BH 18	Record searches	\$ 15.00		
BH 19	Medical record searches	\$ 30.00		
BH 20	Copy of medical records (10 or fewer pages)	\$ 30.00		
BH 21	Copy of medical records (additional pages over 10 and through page 50)	\$ 0.50	per page	
BH 22	Copy of medical records (additional pages over 50)	\$ 0.25	per page	
BH 23	Medical records processed and mailed first class within seven business days of request	\$ 5.00		
	*Clients are encouraged to use insurance benefits, if applicable.			
	**The Division of Medical Assistance Programs (DMAP), a branch of the Oregon Department of Human Services, permits cost driven fee adjustments that are based upon a DMAP approved actuarial model completed in accordance with that model. The model used for this adjustment has been approved by DMAP. The department will charge DMAP or the approved fee model, whichever may be higher.			
	Note: There may be some variation in charges based on different programs and whether services are performed in the clinic or out of the clinic. Additionally, most fees are based on sliding scale according to Federal Poverty income guidelines.			
Public Health				
HLTH 1	Certified Copy of Vital Record Certificate - first copy of order (<u>not requiring</u> applicant identify verification)	\$ 25.00	each	
HLTH 2	Certified Copy of Vital Record Certificate - additional copies (<u>with or without</u> applicant identify verification)	\$ 25.00	each	
HLTH 3	Certificate Replacement	\$ 5.00	each	
HLTH 4	Convenience/Handling Fee (on-line purchase of certificates)	\$ 0.03	of transaction amount (Minimum Fee 1.50)	
HLTH 5	Applicant Verification Fee	\$ 1.25	One time fee per applicant	
HLTH 6	Expedite (handling charges)	\$ 7.00		

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Public Health (continued)			
	Note: Most fees are based on sliding scale according to Federal Poverty income guidelines. Consult each program page for exceptions to this. When fees are set by an outside agency, those fees will be changed, if the agency changes fees.			
	Fees are charged at actual cost of services based on annual cost analysis. Annual cost analysis is on file for review.			
	Clients may be eligible for FPEP coverage at no charge for contraception services.			
	New Patient Office Visits and Well Service Visits			
	Fees are charged at actual cost of services based on annual cost analysis. Annual cost analysis is on file for review.			
	New Patient - Office Visit			
HLTH 7	Problem focus straightforward	\$ 142.00	per visit	\$ 151.00
HLTH 8	Expanded straightforward	\$ 246.00	per visit	\$ 262.00
HLTH 9	Detailed Low	\$ 352.00	per visit	\$ 375.00
HLTH 10	Comp Moderate	\$ 539.00	per visit	\$ 573.00
HLTH 11	Comp High	\$ 679.00	per visit	\$ 722.00
	Established Patient - Office Visit			
HLTH 12	Incident to Minimal	\$ 64.00	per visit	\$ 68.00
HLTH 13	Problem focus straightforward	\$ 141.00	per visit	\$ 150.00
HLTH 14	Expanded problem focused	\$ 240.00	per visit	\$ 255.00
HLTH 15	Detailed Low	\$ 353.00	per visit	\$ 376.00
HLTH 16	Comp Moderate	\$ 477.00	per visit	\$ 508.00
	Well Services - New Patient			
HLTH 17	12 - 17 year	\$ 447.00	per visit	\$ 476.00
HLTH 18	18 - 19 year	\$ 433.00	per visit	\$ 461.00
HLTH 19	40 - 64 year	\$ 505.00	per visit	\$ 537.00
HLTH 20	65+ years	\$ 505.00	per visit	\$ 537.00
	Well Services - Established Patient			
HLTH 21	12 - 17 year	\$ 382.00	per visit	\$ 406.00
HLTH 22	18 - 39 year	\$ 392.00	per visit	\$ 417.00
HLTH 23	40 - 64 year	\$ 418.00	per visit	\$ 445.00
HLTH 24	65+ years	\$ 418.00	per visit	\$ 445.00
	Fees set by State DHS Program are adjusted as DHS adjusts fees. List of current prices is on file for review			
	STD and HIV Office Visits			
	Fees are charged at actual cost of services based on annual cost analysis. Annual cost analysis is on file for review.			
	New Patient - Office Visit			
HLTH 25	Problem focus straightforward	\$ 142.00	per visit Sliding Fee Minimum, 30.00	\$ 151.00
HLTH 26	Expanded straightforward	\$ 246.00	per visit Sliding Fee Min, 30.00	\$ 262.00
HLTH 27	Detailed Low	\$ 352.00	per visit Sliding Fee Min, 30.00	\$ 375.00
HLTH 28	Comp Moderate	\$ 539.00	per visit Sliding Fee Min, 30.00	\$ 573.00
HLTH 29	Comp High	\$ 679.00	per visit Sliding Fee Min, 30.00	\$ 722.00
	Established Patient - Office Visit			

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Public Health (continued)			
HLTH 30	Incident to Minimal	\$ 64.00	per visit Sliding Fee Min, 30.00	\$ 68.00
HLTH 31	Problem focus straightforward	\$ 141.00	per visit Sliding Fee Min, 30.00	\$ 150.00
HLTH 32	Expanded problem focused	\$ 240.00	per visit Sliding Fee Min, 30.00	\$ 255.00
HLTH 33	Detailed Low	\$ 353.00	per visit Sliding Fee Min, 30.00	\$ 376.00
HLTH 34	Comp Moderate	\$ 477.00	per visit Sliding Fee Min, 30.00	\$ 508.00
	Procedures			
	Misc Medical Procedures - medical procedures are charged at actual cost of services based on annual cost analysis.			
	*Annual cost analysis is on file for review.			
	**New procedures not included in cost analysis will be billed at minimum Medicaid reimbursement rate plus any additional cost for staff or supplies.			
HLTH 35	Cervical biopsy	\$ 414.00		\$ 440.00
HLTH 36	Biopsy of Uterus Lining	\$ 353.00		\$ 376.00
HLTH 37	Diaphragm fit	\$ 196.00		\$ 209.00
HLTH 38	Lesion destruction penis cryo	\$ 428.00		\$ 455.00
HLTH 39	Lesion destruction vulva any	\$ 423.00		\$ 450.00
HLTH 40	IUD insert	\$ 235.00		\$ 250.00
HLTH 41	IUD remove	\$ 306.00		\$ 326.00
HLTH 42	Contraceptive Capsule Insert (Implanon)	\$ 451.00		\$ 480.00
HLTH 43	Contraceptive Capsule Removal (Implanon)	\$ 463.00		\$ 463.00
HLTH 44	Contraceptive Capsule Removal and Reinsertion (Implanon)	\$ 720.00		\$ 766.00
HLTH	Non-genital lesion destruction up to 14	\$ 358.00		
HLTH	Non-genital lesion destruction 15 or more	\$ 425.00		
HLTH 45	SBIRT Screening: 15 to 30 minutes	\$ 102.00		\$ 109.00
HLTH 46	SBIRT Screening: > 30 minutes	\$ 184.00		\$ 196.00
HLTH	Administration & Interpretation HRA	\$ 22.00		
HLTH 47	Colposcopy of cervix including upper vagina w/o biopsy	\$ 352.00		\$ 375.00
HLTH 48	Colposcopy of cervix including upper vagina w/ biopsy	\$ 462.00		\$ 492.00
HLTH 49	Colposcopy of entire vagina w/cervix w/o biopsy	\$ 378.00		\$ 402.00
HLTH 50	Colposcopy of entire vagina w/cervix w/ biopsy	\$ 507.00		\$ 539.00
HLTH 51	Biopsy of vulva	\$ 265.00		\$ 282.00
HLTH 52	Biopsy of vagina	\$ 292.00		\$ 311.00
HLTH 53	Endocervical curettage w/o D&C	\$ 494.00		\$ 526.00
HLTH 54	Cervical Cryotherapy - simple	\$ 368.00		\$ 392.00
HLTH 55	Conization of Cervix, LEEP	\$ 356.00		\$ 379.00
HLTH 56	Conization of Cervix w/ Scope, LEEP	\$ 864.00		\$ 919.00
	STD and HIV Laboratory Processing Specimen			
HLTH 57	Handling fee - varies depending on fee charged from laboratory	ACS	per lab each	
	Laboratory Processing Specimen			
HLTH 58	Handling fee - varies depending on fee charged from laboratory	15.00 - 30.00		
HLTH 59	Handling fee - Thin Prep with Imager	\$ 43.00		
HLTH 60	Handling fee - HR HPV Test	\$ 48.00		

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Public Health (continued)			
	In-House Testing			
	In-House testing is charged at Actual Cost of Service including supply costs.			
HLTH 61	Glucose blood test	\$ 13.00		
HLTH 62	Preg test - urine	\$ 13.00		
HLTH 63	Strep test	\$ 21.00		
HLTH 64	UA w/o micro test	\$ 13.00		
HLTH 65	Wet Mount Test	\$ 16.00		
HLTH 66	Hemoccult feces screen	\$ 13.00		
HLTH 67	HGB test	\$ 13.00		
	External Labs			
HLTH 68	Lab fees - actual flow-through price from outside lab	ACS		
	Medication and Lab Charges - Non Title X			
	Charge at cost, no slide, client must pre-pay			
HLTH 69	Other labs and medications	ACS		
	Injections			
HLTH 70	Therapeutic/Antibiotic Injection Administration	\$ 29.00		
	Dispensed Medications ***			
	***Medications and drugs are priced at Health Department costs and may be adjusted during the year. A current fee schedule will be on file for review. Cost varies according to specials and amounts purchased.			
	Clients may be eligible for FPEP coverage at no charge for contraception services.			
	Targeted Case Management*			
HLTH 71	Babies First/CaCoon Targeted Case Management	\$ 460.36	per encounter	
	Family Connects			
HLTH 72	Family Connects Targeted Case Management	\$ 460.36		
HLTH 73	Family Connects Medical Services - pre-in-home visit	\$ 242.31		
HLTH 74	Family Connects Medical Services - in-home visit	\$ 592.81		
NEW 75	Family Connects Medical Services - in-home visit addtl child			\$ 170.65
	Family Connects (Commercial)			
NEW 76	Family Connects Medical Services - pre-in-home visit			\$ 293.69
NEW 77	Family Connects Medical Services - in home visit			\$ 1,279.93
NEW 78	Family Connects Medical Services - in home visit addtl child			\$ 204.31
	Certified Community Health Worker Program			
HLTH 79	Preventive medicine counseling and/or risk factor reduction intervention: 15 minutes	\$ 28.00		
HLTH 80	Preventive medicine counseling and/or risk factor reduction intervention: 30 minutes	\$ 46.00		
HLTH 81	Preventive medicine counseling and/or risk factor reduction intervention: 45 minutes	\$ 64.00		\$ 63.00
HLTH 82	Preventive medicine counseling and/or risk factor reduction intervention: 60 minutes	\$ 81.00		
	Immunizations**			
	Clients eligible for Vaccines for Children Program (VFC) pay only an administrative fee. This admin fee is set by the State and is subject to change.			
	Fees set by State DHS Program are adjusted as DHS adjusts fees. List of current prices is on file for review			
HLTH 83	Administration fee on first immunization - other than State	\$ 51.00		
HLTH 84	Administration fee on addtl immunization - other than State	\$ 27.00		
HLTH 85	Admin Fee for State and/or each additional immunization	\$ 21.96		
	Fees for clients not eligible for the VFC Program are based on the actual cost of the vaccine plus the admin fee.			

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Public Health (continued)			
HLTH 86	DTAP	\$ 25.11		\$ 26.02
HLTH 87	DTaP / IPV	\$ 53.67		\$ 52.70
HLTH 88	HIB	\$ 28.04		\$ 11.78
HLTH 89	Polio IPV (Eipv)	\$ 35.08		\$ 36.80
HLTH 90	MMR	\$ 87.31		\$ 89.86
HLTH 91	MMRV	\$ 250.01		\$ 262.36
HLTH 92	Td 7+yrs	\$ 32.25		\$ 33.17
HLTH 93	Tdap 11-16 years	\$ 36.02		\$ 43.13
HLTH 94	Varicella	\$ 150.97		\$ 159.99
HLTH 95	DTAP/HEPB/IPV	\$ 74.19		\$ 67.19
HLTH 96	Hep A Peds	\$ 32.26		\$ 29.27
HLTH 97	Hep B Ped/adol	\$ 50.64		\$ 16.93
HLTH 98	PCV 13	\$ 209.75		\$ 224.17
HLTH 99	Rotavirus	\$ 119.89		\$ 123.46
HLTH 100	Menveo	\$ 114.30		\$ 117.71
	Special Programs**			
HLTH 101	Influenza	\$ 30.00		
HLTH 102	Flumist	\$ 35.00		
HLTH 103	Immune Globulin - only pay admin fee	\$ -	each	
HLTH	HPV Vaccine 4	\$ 153.79	each	
HLTH 104	HPV Vaccine 9	\$ 227.93		\$ 268.77
	Vaccines Not in VFC Program**			
HLTH 105	Hep A/Hep B Adult	\$ 84.56		\$ 87.09
HLTH 106	Hep A Adult	\$ 61.32		\$ 65.63
HLTH 107	Hep B Adult	\$ 50.64		\$ 45.56
HLTH 108	Pneumo - 23	\$ 105.19		\$ 117.08
HLTH 109	PPD - TB Test	\$ 30.00		
HLTH 110	Antibiotic Injection Administration	\$ 27.00		
	** If the cost of the immunization increases during the fiscal year, the Health Department will adjust the price to reflect the actual increase in cost.			
	Diabetes Prevention Program (Medicare)			
HLTH 111	First core session	\$ 35.00		\$ 38.00
HLTH 112	Core session (4)	\$ 105.00		\$ 115.00
HLTH 113	Core session (9)	\$ 175.00		\$ 191.00
HLTH 114	Core maintenance session	\$ 70.00		\$ 76.00
HLTH 115	Core maintenance session w/ weight loss	\$ 93.00		\$ 101.00
	116 Ongoing maintenance sessions Months 13-18	\$ 52.00		\$ 57.00
NEW	117 Ongoing maintenance sessions Months 19-24			\$ 58.00
HLTH 118	5% weight loss	\$ 169.00		\$ 184.00
HLTH 119	9% weight loss	\$ 35.00		\$ 38.00
HLTH 120	Bridge payment	\$ 35.00		\$ 38.00
HLTH 121	Non payable session	\$ -		
	Diabetes Prevention Program (Medicaid)			
HLTH	Preventive Behavior Change Group	\$ 23.00		

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Public Health (continued)			
HLTH	Preventive Behavior Change Online	\$ 23.00		\$ 45.00
	Public Health - Environmental Health Division			
	LICENSES: Food Service			
	Note: A supplementary inspection charge equal to 50% of the annual license fee shall be assessed for each complete inspection required because of failure to meet applicable standards when such complete inspection is performed during the license period in addition to the two semi-annual inspections normally performed. Charges accrued and not paid during the current license period will be added to the license fee for the next license period and will be subject to the late penalties specified. New licensees will not be assessed any surcharges accrued by the previous license holder. Any licensed facility opened in Oct/Nov/Dec will be charged 1/2 fee.			
	Full service restaurant seating:			
EH 1	0 - 15	\$ 825.00		\$ 908.00
EH 2	16 - 50	\$ 903.00		\$ 993.00
EH 3	51 - 150	\$ 1,082.00		\$ 1,190.00
EH 4	151 and over	\$ 1,224.00		\$ 1,346.00
EH 5	Commissary	\$ 333.00		\$ 366.00
EH 6	Warehouse	\$ 266.00		\$ 293.00
EH 7	Limited service	\$ 677.00		\$ 745.00
	Government Entities - fee is 100% of full service restaurant fees, based on restaurant seating.			
	Mobile Unit Annual Operating License per OAR 333-162-0020			
EH 8	Class I	\$ 282.00		\$ 310.00
EH 9	Class II	\$ 331.00		\$ 364.00
EH 10	Class III	\$ 433.00		\$ 476.00
EH 11	Class IV	\$ 519.00		\$ 571.00
	Temporary Restaurant License			
EH 12	Temporary Benevolent: Must show a valid I.R.S. tax exempt I.D. number to qualify	\$ 53.00	per event	\$ 58.00
EH 13	Temporary for Profit	\$ 167.00	per event	\$ 184.00
EH 14	Temporary Prior to Event: Temporary Restaurant Applications must be received at least 7 calendar days before the day the event starts.	\$ 107.00	per event	\$ 118.00
EH 15	Temporary at Event (operating without a license)	\$ 266.00	per event	\$ 293.00
EH 16	Temporary Event - Events with five or more applicants (received 7 calendar days before the event)	\$ 93.00	per event	\$ 102.00
	Seasonal or Intermittent Temporary Restaurant License			
EH 17	Seasonal/Intermittent Temporary Benevolent: Must show a valid I.R.S. tax exempt I.D. number to qualify	\$ 83.00		\$ 91.00
EH 18	Seven days or more before event start date (for profit)	\$ 167.00		\$ 184.00
EH 19	Less than seven days before event start date (for profit)	\$ 199.00		\$ 219.00
EH 20	Operational Review (for profit)	\$ 112.00		\$ 123.00
	Operational Review Benevolent: Must show a valid I.R.S. tax exempt I.D. number to qualify			
EH 21	Re-check fee for Temporary Restaurant	\$ 112.00		\$ 123.00
	School Cafeteria & Kitchens:			
EH 22	School Inspection (production kitchen)	\$ 266.00		\$ 293.00
EH 23	School Inspection (satellite branch)	\$ 199.00		\$ 219.00
EH 24	Bed and breakfast (food facility)	\$ 499.00		\$ 549.00
	Vending machines (of potentially hazardous foods):			
EH 25	1 - 10	\$ 160.00		\$ 176.00

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.		DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
Public Health - Environmental Health Division (continued)							
EH	26	11 - 20	\$ 212.00				\$ 233.00
EH	27	21 - 30	\$ 266.00				\$ 293.00
EH	28	31 - 40	\$ 320.00				\$ 352.00
EH	29	41 - 50	\$ 371.00				\$ 408.00
EH	30	Food handlers certification	\$ 10.00				
EH	31	Certification card replacement	\$ 5.00				
Plan Review-prior to construction							
EH	32	New (restaurant)	\$ 665.00				\$ 732.00
EH	33	Remodel (restaurant)	\$ 399.00				\$ 439.00
EH	34	School cafeteria plan review	\$ 665.00				\$ 732.00
EH	35	Childcare Plan Review	\$ 265.00				\$ 292.00
EH	36	Childcare Remodel Plan	\$ 100.00				\$ 110.00
EH	37	Commissary/Base of Operation	\$ 333.00				\$ 366.00
EH	38	Tourist Facility Plan review	\$ 266.00				\$ 293.00
EH	39	Non-profit organization plan review	\$ 333.00				\$ 366.00
Mobile Food Unit (review of mobile unit plan prior to construction)							
EH	40	Class I	\$ 286.00				\$ 315.00
EH	41	Class II	\$ 358.00				\$ 394.00
EH	42	Class III	\$ 499.00				\$ 549.00
EH	43	Class IV	\$ 530.00				\$ 583.00
Note: A penalty of \$150.00 shall be added if payment is 30 days after the license expiration date. An additional penalty of \$150.00 shall be added on the first day of each succeeding month of delinquency.							
Tourist facilities:							
EH	44	Organizational camp or picnic park	\$ 180.00			plus fee for each space	\$ 198.00
		Traveler's accommodation					
EH	45	1-25 units	\$ 276.00				\$ 304.00
EH	46	26-50 units	\$ 300.00				\$ 330.00
EH	47	51-75 units	\$ 326.00				\$ 359.00
EH	48	76-100 units	\$ 351.00				\$ 386.00
EH	49	101+ units	\$ 351.00			plus \$3.00/unit over 100	\$ 386.00
		Recreation park					
EH	50	1-25 units	\$ 344.00				\$ 378.00
EH	51	26-50 units	\$ 453.00				\$ 498.00
EH	52	51-75 units	\$ 538.00				\$ 592.00
EH	53	76-100 units	\$ 655.00				\$ 721.00
EH	54	101+ units	\$ 655.00			plus \$2.00/unit over 100	\$ 721.00
Note: Any person initially licensed under ORA 446.310 to 446.350 for engaging in the recreation park or travelers accommodation business who has failed to renew a license on or before the expiration date is delinquent. If delinquency extends 15 days past the expiration date, a penalty fee of 50% of the annual license fee shall be added. The penalty fee shall be increased by 50% of the license fee on the first day of each succeeding month of delinquency.							
Swimming Pools:							

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.		DESCRIPTION	FY 2023 FEE		UNIT	Proposed FY2024 Fee
Health Services - Environmental Health Division (continued)						
EH	55	License (first public pool, spa, bathhouse)	\$ 765.00			\$ 842.00
EH	56	Second pool or spa (same location)	\$ 511.00			\$ 562.00
EH	57	Additional pools or spas (same location)	\$ 456.00			\$ 502.00
EH	58	Pool plan review fee	\$ 611.00			\$ 672.00
EH	59	Pool construction inspections	\$ 611.00			\$ 672.00
EH	60	Surcharges for pools, spas & tourist facilities will be based on the amount set forth by the Oregon Health Division for local govts..	Varies			
Miscellaneous:						
EH	61	Children's Service: Foster/Child Care Center Inspection	\$ 266.00			\$ 293.00
EH	62	Fee for licensed facility that requires + two re-check inspections / year	\$ 199.00			\$ 219.00
EH	63	Miscellaneous Inspection or Plan Review	\$ 266.00			\$ 293.00
EH	64	Limited Inspection or Plan Review	ACS			
EH	65	Outdoor Mass Gathering	\$ 266.00			\$ 293.00
EH	66	Convenience/Handling Fee (On-line renewal of license)	Varies		2.6% 3.4% of transaction amount	
EH	67	Food Manager Training & Certification	\$ 125.00			
EH	68	Food Manager Training (no book, no exam or missed class)	\$ 50.00			
EH	69	Food Manager Training (paper or online exam only)	\$ 50.00			
EH	70	Food Manager Training (class, exam, no book)	\$ 100.00			
EH	71	Food Manager Training (book & exam):minimum 10 attendees	\$ 1,250.00		Plus \$110.00 per student / over 10	
Note: A penalty of \$150.00 shall be added if payment is 30 days after the license expiration date. An additional penalty of \$150.00 shall be added on the first day of each succeeding month of delinquency.						
Risk Management						
RM	1	Event Permit Fee	\$ 45.00			\$ 55.00
RM	2	Event Permit Fee - Late Filing Penalty	\$ 45.00			\$ 55.00
RM	3	Skid Car Training (non-employee)	\$ 90.00			\$ 100.00
Sheriff's Office						
Civil						
SH	1	Service of Civil papers including notice of restitution, directed to not more than two parties at the same address	\$ 50.00			
SH	2	Service of Civil papers for more than two parties at the same address	\$ 28.00		for each party	
SH	3	Service of Writ of Garnishment	\$ 25.00		\$15.00 bank search fee	
SH	4	Enforcement of any Writ	\$ 89.00		Some writs may include a service fee. Deposit may be required for specific enforcements. Additional expenses may be charged ACS	
SH	5	Rental of MAC - for each four hour period	\$ 50.00			
SH	6	Rental of MAC - per day	\$ 100.00			
SH	7	Computer Forensic Services	\$ 100.00		per hour	
SH	8	Sheriff property sale	\$ 4.00		per 100 words	
Concealed Weapons Permit (includes 15.00 to the State)						
SH	9	Concealed Weapons Permit - New	\$ 65.00		Folio Fee Structure	

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.		DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
		Sheriff's Office (continued)					
SH	10	Concealed Weapons Permit - Renewal	\$ 50.00				
SH	11	Concealed Weapons Permit - Duplicate	\$ 15.00				
SH	12	Sheriff's Deed	\$ 56.00				
SH	13	Certificate of Sale	\$ 56.00				
SH	14	Copies to Complete Civil Service	\$ 4.00			per folio (100 words)	
SH	15	Voice verification long distance fee	\$ 20.00				
SH	16	Civil service mileage fee (travel over 75 miles round trip from court to serve civil)	\$ 50.00				
SH	17	Applicant Post Test	\$ 15.00				
SH	18	D recopying fee	\$ 15.00			+ cost	
SH	19	Look-up fee	\$ 10.00				
SH	20	Photographs	\$ 25.00			+ cost	
SH	21	Copies	\$ 0.25				
NEW	22	Notary Fee (For Conveyance of Real Property)					\$ 10.00
		(Fee on vehicles released from Sheriff's impound lot - forfeitures/evidence cases.)					
SH	23	Administrative release fee for forfeited vehicles	\$ 150.00				
SH	24	2nd Forfeiture	\$ 300.00				
SH	25	3rd and each subsequent forfeiture	\$ 500.00				
SH	26	Vehicle impound fee	\$ 100.00				
SH	27	Impound vehicle hearing fee (Hearing Officer can waive the fee)	\$ 67.00			per hearing - only if requestor loses appeal	
SH	28	Fingerprinting: First Card	\$ 15.00				
SH	29	Additional cards	\$ 5.00				
		Criminal Records					
		Copies of police officer's reports (Accident & Criminal)					
SH	30	First 10 pages of each case report	\$ 20.00				
SH	31	Each additional page of same case report	\$ 1.00				
SH	32	Individual log entries	\$ 5.00				
SH	33	Each additional log entry	\$ 1.00				
SH	34	Local Records- Check Letter Background Check	\$ 20.00				
SH	35	Copy of photo CD	\$ 30.00				
SH	36	Additional CD	\$ 5.00				
SH	37	Computer Forensic Services	\$ 100.00			per hour	
SH	38	Voice verification long distance fee	\$ 20.00				
SH	39	Look up fee (record check taking more than 10 minutes)	\$ 10.00				
		Criminal - Evidence Unit					
SH	40	Copies of VHS tapes	\$ 25.00			each	
SH	41	Copies of audio cassettes	\$ 25.00			each	
SH	42	Copies of photographs	\$ 25.00			plus cost of prints	
		Other					
SH	43	Concealed Weapons Class	\$ 25.00				
SH	44	Seat Belt Class	\$ 35.00				
SH	45	County Employee ID Cards	\$ 15.00				
SH	46	False Alarm Response (3) in 12 month period	\$ 100.00				
SH	47	False Alarm Response (4) in 12 month period	\$ 200.00				
SH	48	False Alarm Response (5) in 12 month period	\$ 300.00				

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.		DESCRIPTION	FY 2023 FEE			UNIT	Proposed FY2024 Fee
		Sheriff's Office (continued)					
SH	49	Applicant Post Test	\$ 15.00				
		Public Information Requests					
SH	50	File search - general	\$ 10.00			look-up fee	ACS
SH	51	File search - professional	\$ 18.00			per 1/2 hour	ACS
SH	52	Estimated cost for legal counsel to review request	\$ 150.00			per hour (1/4 hour min)	
SH	53	Copies	\$ 0.25			per copy	
SH	54	Postage to mail records	ACS				
SH	55	Processing distraint warrants for state agencies	\$ 6.25				
SH	56	Copies of Video Recording (per incident) - first copy	\$ 15.00				ACS
SH	57	Copies of Video Recording (per incident) - each additional copy	\$ 5.00				ACS
NEW		Redaction of Records/Video					ACS
		Corrections					
		Lodging Rate/Other:					
SH	58	All other prisoners	\$ 137.35			per day	
SH	59	Transporting of inmates per court order	ACS				
		(Federal rate per mile plus hourly rate of officer and meals - straight time or time and a half)					
SH	60	Inmate mugshots	\$ 25.00			per photograph	
		Health Care Charges					
SH	61	Medical cost for out-of-county or municipal prisoners	ACS				
SH	62	Hygiene welcome pack	\$ 2.35				
SH	63	Facility Physician visit	\$ 13.00			per visit	
SH	64	Nurse Practitioner Visit	\$ 11.00			per visit	
SH	65	Facility Nurse Visit (sick call)	\$ 8.00			per visit	
SH	66	Lab work	\$ 11.00				
SH	67	Special supplies	ACS				
SH	68	Medical Imaging	\$ 21.00				
SH	69	Private physician visit	\$ 21.00				
SH	70	Dentist visit	\$ 21.00				
SH	71	Emergency room/hospital visit	\$ 21.00				
SH	72	Prescription handling fee	\$ 11.00				
SH	73	Inmate Medical Kit Fee	\$ 1.00				
SH	74	Chronic Wound Care	\$ 21.00				
		Over-the-counter medications					
SH	75	Acetaminophen (generic for Tylenol)	\$ 1.00			dose	
SH	76	Antacid	\$ 1.00			dose	
SH	77	Bismuth (generic for Pepto Bismol)	\$ 1.00			dose	
SH	78	Dulcolax laxative	\$ 1.00			dose	
SH	79	Fixodent	\$ 4.00			dose	
SH	80	Hydrocortisone Packet (1%)	\$ 1.00			each	
SH	81	Ibuprofen Packet (generic for Advil)	\$ 1.00			each	
SH	82	Metamucil Packet	\$ 1.00			each	
SH	83	Preparation H	\$ 4.00				
SH	84	Milk of Magnesia	\$ 1.00			dose	
SH	85	Triple antibiotic cream/ointment	\$ 1.00			dose	

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.		DESCRIPTION	FY 2023 FEE		UNIT	Proposed FY2024 Fee
		Sheriff's Office (continued)				
SH	86	Vitamin A & D ointment	\$ 2.00		dose	
		Solid Waste				
		Public Fees				
		Knott Landfill				
SW	1	0-400 pounds	\$ 22.00			\$ 24.00
SW	2	Each additional 400 200 pounds	\$ 3.00			\$ 7.00
		Transfer Stations				
SW	3	Minimum load (0-1 c.y.)	\$ 22.00			\$ 24.00
SW	4	Each additional cubic yard	\$ 8.00			\$ 10.00
SW	5	Yard debris per cubic yard	\$ 4.00			\$ 6.00
		Commercial Fees				
		Knott Landfill				
SW	6	0-400 pounds	\$ 22.00			\$ 24.00
SW	7	Each additional 400 200 pounds	\$ 3.00			\$ 7.00
		Transfer Stations				
SW	8	Minimum load (0-1 c.y.)	\$ 22.00			
SW	9	Each additional cubic yard	\$ 8.00			
SW	10	Loose yard debris	\$ 4.00		per cubic yard	\$ 6.00
SW	11	Compacted yard debris	\$ 7.00		per cubic yard	\$ 10.00
		Franchise Fees				
		Knott Landfill				
SW	12	Loose load per pound	\$ 0.0275			\$ 0.0350
SW	13	Compacted load per pound	\$ 0.0275			\$ 0.0350
SW	14	Industrial waste per pound	\$ 0.0275			\$ 0.0350
		Transfer Stations				
SW	15	Truck compactor per cubic yard	\$ 20.00			\$ 25.00
SW	16	Drop box compactor per cubic yard	\$ 11.00			
SW	17	Loose load per cubic yard	\$ 11.00			\$ 14.00
NEW		Loose yard debris			per cubic yard	\$ 6.00
SW	18	Compacted yard debris	\$ 7.00		per cubic yard	\$ 10.00
		Miscellaneous Fees				
		Knott Landfill Only				
		Asbestos (pounds)				
SW	19	0-2,000 pounds	\$ 100.00			
SW	20	Each additional pound	\$ 0.05			
SW	21	Petroleum contaminated soils	\$ 0.02		per pound	
		Transfer Stations				
SW	22	Appliances	\$ 8.00			
NEW		Freon Appliances			each	\$ 20.00
SW	23	Clean wood waste (Negus Transfer only)	\$ 4.00		per cubic yard	
SW	24	Car Tires < 25"	\$ 2.00		each	
SW	25	Tires <25' on Rim	\$ 4.00		each	
SW	26	Rebate for properly secured loads	\$ 10.00		per load	
NEW		Clean fill (Negus Transfer only)			per cubic yard	\$ 6.00

**Deschutes County Fee Schedule
FY 2024**

05/17/2023 Item #9.

ITEM NO.	DESCRIPTION	FY 2023 FEE	UNIT	Proposed FY2024 Fee
	Solid Waste (continued)			
	NOTES:			
	1. Appliances and tires accepted at Knott Landfill through Deschutes Recycling, LLC.			
	2. Tires over 24.5 inches not accepted at any site, including Deschutes Recycling facilities.			
	Dog Licensing			
DG 1	Spayed or neutered (annual)	\$ 16.00		\$ 22.00
DG 2	Intact animal (annual)	\$ 30.00		\$ 36.00
NEW 3	Spayed or neutered (2-Yr license)			\$ 39.00
NEW 4	Intact animal (2-Yr license)			\$ 67.00
NEW 5	Spayed or neutered (3-Yr license)			\$ 58.00
NEW 6	Intact animal (3-Yr License)			\$ 98.00
NEW 7	Senior (62+) Discounted spayed or neutered (annual license)			\$ 16.00
NEW 8	Senior (62+) Discounted spayed or neutered (2-Yr license)			\$ 32.00
NEW 9	Senior (62+) Discounted spayed or neutered (3-Yr license)			\$ 48.00
DG 10	Pet ID tag	\$ 4.00		\$ 5.00
DG 11	Replacement tag	\$ 4.00		\$ 5.00
	Pro-rated licenses to coincide with rabies expiration less than one year:			
DG 12	Spayed or neutered	\$ 1.34	month	\$ 1.84
	Dog Licensing (continued)			
DG 13	Intact animal	\$ 2.50	month	\$ 3.00
DG 14	Assistance Animals	\$ -		
	Kennel Licensing Fees:			
DG 15	First 10 dogs	\$ 5.00	per dog	\$ 10.00
DG 16	Each additional dog	\$ 1.00	per dog	\$ 3.00
	Room Tax			
TRT 1	Penalty on the amount of the Tax due upon delinquency	\$ 0.10		
TRT 2	Additional penalty on the amount of the Tax due upon 30 days delinquency	\$ 0.15		
TRT 3	Interest per month on the amount of the Tax due upon delinquency	1/2 of 1%		
TRT 4	Penalty on the amount of the Tax due if Tax Administrator determines that non payment is due to fraud or intent to evade	\$ 0.25		
NEW 5	Public records request for Active Rental Listing		per request	\$ 125.00

Memorandum

Date: April 10, 2023
To: Finance Department
From: Administrative Services Department
Re: Fee for after-hours conference room use in Deschutes Services Building, Effective July 1, 2023

In accordance with Deschutes County Code (Chapter 4.12.020), and in conjunction with the annual review of the fee schedule, Administrative Services is requesting a change to the FY24 general fee schedule. The department is requesting to add a \$65/hour fee for after-hours conference room use in the Deschutes Services Building.

There is currently no fee for after-hours meeting room use. After-hours room use results in additional costs for the County, because County policy requires that staff be on-site when meeting rooms are being used. This proposed fee will help offset staffing costs.

This fee will not apply to County meetings or activities.



COMMUNITY DEVELOPMENT

To: Board of County Commissioners
From: Peter Gutowsky, Director
Sherri Pinner, Senior Management Analyst
Date: May 17, 2023
RE: CDD Requested Fee Schedule Adjustments FY 2023-24

The Community Development Department (CDD) is primarily a fee-supported department. CDD's FY 2023-24 requested budget highlights are based on the following foundations:

- 1. CDD's FY24 requested budget includes resource and expenditure budgets to maintain current business demands including level application volume, fee increases, reserve transfers and general fund requests. CDD's personnel and materials & services budgets increased due to costs associated with:
a. COLA, PERS, HBT, and step increases;
b. Inflationary increases for materials and services;
c. Completion of Comprehensive Plan Update (\$90K);
d. Hearings officer services for land use appeals.
2. Assumes permit and application volumes will remain level with FY23 volumes.
3. Budgeted expenditures are \$1.3M more than base budgeted revenues. A balanced budget will be achieved through a combination of fee increases, reserve transfers, and/or reduction of fund balance.
4. General Fund Requests:
a. Increase general fund allocation for cost of land use appeal hearings officer services from \$40K to \$100K.
b. Continuation of \$20K marijuana tax revenue for code compliance assistance.

CDD proposes the following fee changes to its FY24 fee schedule:

The requested fee increases offset inflationary costs and the majority of the difference between projected operating expenses and revenues, allowing the department to maintain current and anticipated service levels.

- Building Valuation Fees:
o Code Compliance Fee - from .25% to .27%
o Public Counter Information Fee - from .30% to .35%
o Advanced Planning Fee - from .29% to .34%
• Application Fees:
o Building Safety Supplemental Permits - 4%
o Electrical and Current Planning - 15%
o Onsite Wastewater - 20%

International Code Council increase to building valuation calculation:

The International Code Council (ICC) building valuation table identifies the average construction cost per square foot by type of construction, which is used by building jurisdictions when calculating permit fees. The ICC building valuation table in Accela is updated each April 1st by the State of Oregon and does not change Deschutes County's fee schedule.

Effective April 1, 2023, average construction cost per square foot increased 10.9%.

CDD proposes to add the following fees for FY24:

1. CDD NEW – Code Compliance Court Fine or Fee – Amounts due determined by Circuit Court or Hearings Officer Determination.
2. CDBS NEW – Deferred Submittal Plan Review Fee – recommendation from Oregon Building Codes Division.
3. CDBS NEW – Solar Building Permit – Non-Prescriptive Path System - recommendation from Oregon Building Codes Division.
4. CDBS NEW – Commercial Fire Suppression - recommendation from Oregon Building Codes Division.
5. CDBSMF NEW – State Cabana Fee - recommendation from Oregon Building Codes Division.
6. CDES NEW – Alternative Treatment Technology (ATT) Systems to Sand Filter – to account for increase costs associated with multiple required field inspections related to sand filter systems.
7. CDES NEW – Residential System Variance Plan Review – identify residential plan reviews from commercial plan reviews.
8. CDPN NEW – Accessory Dwelling Unit Review – review of accessory dwelling unit land use application.
9. CDPN NEW –Noise Ordinance Variance Appeal– separate fee to acknowledge amount of staff time allocated with this appeal type.
10. CDPN NEW – Oregon Liquor and Cannabis Commission License – Original Application – fee allowed under ORS 471.166 (8).
11. CDPN NEW – Oregon Liquor and Cannabis Commission License – Change in Ownership, Location or Privilege - fee allowed under ORS 471.166 (8).
12. CDPN NEW – Oregon Liquor and Cannabis Commission License – Renewal or Temporary Application - fee allowed under ORS 471.166 (8).

CDD proposes to revise the following fees for FY24.

1. CDPN 73 – Plan Amendment (without goal exception) – increase fee an additional \$2K to cover the cost of required hearing. Hearing costs incurred to be paid with current planning revenues, not general fund.
2. CDPN 74 – Plan Amendment (including goal exception/UGB expansion) - increase fee an additional \$2K to cover the cost of required hearing. Hearing costs incurred to be paid with current planning revenues, not general fund.
3. CDPN 118 – Zone Change - increase fee an additional \$2K to cover the cost of required hearing. Hearing costs incurred to be paid with current planning revenues, not general fund.

CDD proposes to eliminate the following fees for FY24:

1. CDD 6 – Coin-copy Machine – no longer applicable.
2. CDD 35 – La Pine Special Sewer District SDC 5/8" meter – collected by City of La Pine.
3. CDD 36 – La Pine Special Sewer District SDC 3/4" meter – collected by City of La Pine.
4. CDD 37 – La Pine Special Sewer District SDC 1" meter – collected by City of La Pine.
5. CDBSPL 4 – One and Two Family/4 bath – no longer applicable.

- 6. CDBSPL 7 – Remodel Minimum Fee – no longer applicable.
- 7. CDBSM 8 -12 – Remove program managed at State of Oregon.
- 8. CDBSE 26 – No longer applicable
- 9. CDBSE 29 & 30 – No Longer applicable
- 10. CDBSE 35 – Bulk labels – no long applicable
- 11. CDBSMP 1 – 9 – Remove – refer to OAR 918-600-0030.
- 12. CDBSRP 1 – 9 – Remove – refer to OAR 918-650-0030
- 13. CDPN 29 – Hearings Officer and Administrative Deposit – no longer applicable – hearing services covered by general fund.
- 14. CDPN 119 – Oregon Liquor and Cannabis Commission License Issuance and Renewal – no longer applicable – replaced with three new processing fees noted above.

CDD proposes the following maintenance items for FY24:

- 1. CDES 9 – Alternative Treatment Technology (ATT) System to Drain Field – revise description to identify fee as related to drain fields.
- 2. Various description enhancements for clarity.

In addition to CDD’s requested fee increases, revisions, and maintenance items, the following fee increases apply to partner organizations’ System Development Charges (SDC’s):

- 1. Road Department Transportation SDC’s – est. increase of 10.3% (construction cost index, see attached memo)
- 2. Bend Park and Recreation District (BPRD): SDC’s will be adopted in early May 2023. BPRD will notify CDD of adopted fees.

The Oregon Building Codes Division Recommended Rate Revisions:

- 1. CDBS 16 – 19 – Change to flat rate per OAR 918-050-0140
- 2. CDBS 29 – 32 – Recommended fee correction – small adjustment
- 3. CDBSPL 63 – Recommended fee correction – small adjustment
- 4. CDBSPL 73 – Recommended fee correction
- 5. CDBSM 31 – 35 – Recommended fee correction
- 6. CDBSE 20 – 30 – Revise fees to match OAR 918-309-0070 recommended rates



MEMORANDUM

Date: March 22, 2023
To: Nick Lelack, County Administrator
From: Chris Doty, Road Department Director
RE: **SDC Inflation Adjustment per ENR Construction Cost Index**

Per Resolution 2013-020, the County’s Transportation System Development Charge (SDC) is prescribed to be adjusted annually to account for inflation, as follows:

Section 4(G): Unless otherwise adjusted by order of the Board of County Commission, on each succeeding July 1 after 2014, the SDC, consisting of the improvement fee, the reimbursement, if any and the administrative recovery charge shall be adjusted by the annual percentage increase or decrease in the construction cost index, published in the immediately preceding January by the Engineering News Record for the City of Seattle, Washington. The calculation shall use the immediately preceding July 1 and the then-applicable rate per peak hour trip as the starting point.

Per the Engineering News Record, the construction cost index within the Seattle, WA area from January 2022 to January 2023 reports an increase of 10.3%.

In accordance with Resolution 2013-020, the Transportation SDC will increase 10.3% (+\$523) from \$5,080 per peak hour trip to \$5,603 (effective July 1, 2023) with fee component breakdown as follows:

Improvement Fee:	\$5,406
Reimbursement Fee:	\$ 128
<u>Administrative Charge:</u>	<u>\$ 69</u>

Total: \$5,603 (per peak hour trip)

For a single family residential unit, this equates to an SDC of \$4,538 based on the County’s local trip generation rate of 0.81 PM peak hour trips per unit.

To: Board of County Commissioners
Daniel Emerson, Budget Manager

From: Arielle Samuel, Health Services Revenue & Contracts Manager

CC: Janice Garceau, Health Services Director
Cheryl Smallman, Health Services Business Officer

Date: 4/10/2023

Re: FY 2024 Health Services Fee Changes

Summary of Changes:

Behavioral Health billable rates are increasing by 11% on average. The majority of Public Health fees are mandated by the State. All other fees, pursuant to County Code Section 4.12.030, are proposed to receive an annual adjustment commensurate with the consumer price index (CPI).

Summary of Fee Increase (by Program) from FY 2021 through FY 2024¹

Program	2021	2022	2023	2024	
Behavioral Health Fees	2%	2%	-5% ^(V)	11%	Actual Cost of Service & Medicaid
Vital Records	2% ^(I)	0%	0%	0%	Fees Mandated by State
Patient Office & Well Service Visits	2%	1%	7%	6%	Actual Cost of Service
Targeted Case Management	31% ^(III)	0%	0%	0%	Fees Mandated by State
Procedures	-3% ^(III)	1%	7%	6%	Actual Cost of Service
Immunizations	11%	3%	3%	3%	Fees Mandated by State
Laboratory Processing Specimen	0%	-31% ^(IV)	0%	0%	Actual Cost of Service
In-House Testing & Injections	0%	0%	0%	0%	Actual Cost of Service
Diabetes Prevention	new	0%	80%	18% ^(VI)	Fees Mandated by State
Environmental Health	0%	1%	7%	10%	

(I) Increase due to new one time applicant verification fee of \$1.25.
 (II) State of Oregon fee increase.
 (III) Most FY21 procedure fees increased by 2%, however a significant reduction in the actual cost of service to the LEEP procedure resulted in a net decrease.
 (IV) Actual cost of laboratory charge decreased from \$54 to \$37.
 (V) Increased budgeted vacancy rate from 6% to 10%, resulting in overall decrease in fees.
 (VI) Medicaid increase on average 8.5%, whereas Medicare rate nearly doubled.

¹ Percentage is calculated from previous year and rounded to nearest whole number.

Behavioral Health

Health Services utilizes a “unit cost calculator” tool to set the behavioral health service fees at “Actual Cost of Service”. This tool was created to provide Oregon Community Mental Health Programs with a standardized, reliable methodology for calculating unit costs for services. The outputs/fees recommended by this calculator are used to justify the dollar amount charged for services provided by Behavioral Health, both to outside parties and clients. Health Services Department accommodates *clients with an inability to pay* by applying a sliding fee scale based on an individual’s income in comparison to the Federal Poverty Guidelines.

The primary inputs to the fee setting formula are budgeted expenditures, FTE count of direct service personnel, type of direct service personnel, and number of hours available for services. These figures are consistent with the FY 2024 Requested Budget. Using the inputs, the model calculates a billable rate for each service provided by type of direct service personnel. Billable rates are summarized on the County’s fee schedule by service or type of direct service personnel.

The update to the unit cost calculator for FY 2024 resulted in an average net increase to billable rates of 11%. The actual range of change experienced amongst the different service types and direct service personnel types was from a 0% to an 18% increase. The FY 2024 results include 10% budgeted vacancy, which is the same as the previous year. Specifically, direct-service provider salaries totaled \$11.3 million across 163.4 FTE in at time of Requested Budget for FY 2023 whereas salaries totaled \$13.2 million across 177.6 FTE in FY 2024.

Health Services is adding two items to the fee schedule, though neither service is new— Screenings and Service Plan Development for the WRAP Program in Intensive Youth Services. Screenings are calculated separately and should be called out separately for consistency. Similarly, the Service Plan Development for WRAP is on the existing fee schedule for *per hour* services, but the department also bills Medicaid monthly *per enrolled member*.

Some fee descriptions are updated to provide clarity to the services, and additional notes removed that are no longer pertinent. These updates include:

- Percentage updates to the enactment authority column to align with 2023 PacificSource contract.
- **Adult** Community Treatment Program has been changed to **Assertive** Community Treatment Program to accurately reflect the title of the services as described by Medicaid.
- Group Counseling has been changed to Group Counseling <45 min to differentiate between the two types of group services listed on the fee schedule.
- Two notes have been **removed** – “Clients are encouraged to use insurance benefits” as it is irrelevant to the fee schedule itself and “Charges may vary based on programs and locations of service and most fees are based on a sliding scale” as the entire statement is inaccurate.

Public Health

Public Health fees for **Patient Office Visits** and **Well Service Visits** are calculated based on an actual cost analysis completed in FY 2016. The formula for calculating the fees is dictated by the Oregon Health Authority. The FY 2024 fees for Office Visits and Well Services are increased by 6.4%, commensurate with the annual change in the CPI.

STD and HIV Patient Office Visits are calculated by actual cost of service as of FY 2021 and are increased by 6.4% commensurate with the annual change in CPI.

Medical Procedures are increased by 6.4% commensurate to the annual change in CPI. There were several edits made to the list of medical procedures to remove outdated procedures and to provide clarity to the descriptions, such as “Administration & Interpretation HRA” was removed because it is no longer done in the clinic.

Family Connects Oregon expanded to privately-insured clients as of January 2023. The fees for Medicaid and commercial insurance are set by the State of Oregon. The new commercial insurance fees are added into the fee schedule. A fee missed in FY 2023 under the Medicaid section, “In-home visit additional child,” is added in the FY 2024 fee schedule.

Certified Community Health Worker Program allows Perinatal Care Coordination team members who are certified Community Health Workers to bill for care coordination services. Charges are set by the State, only one fee changed with a decrease of \$1.

Fees for the **Immunizations (incl. Special Programs & Vaccines)** program are mandated by the Department of Human Services and adjust on a semi-annual basis. The most recent mandated fees reflect an average 3% increase. HPV Vaccine 4 is no longer manufactured and is removed.

Diabetes Prevention fees are regulated by The Centers for Medicare and Medicaid Services. Medicare fees increased an average of 8.5% and Medicaid increased the online class fee by almost 100%, from \$23/day to \$45/day. Clarification was added to the units for Core maintenance sessions and ongoing maintenance sessions were split into two fees based on the month’s post-Core sessions.

The **Environmental Health** program is proposing a general fee increase of 10%.—The fee for online renewal of licenses will increase from 2.6% per transaction to 3.4% per transaction in FY 2024. No changes are proposed for certification fees, training fees, and late fees.

There are no proposed changes to the following fees for FY 2024:

- **Vital Records** (fees mandated by the State of Oregon)
- **Laboratory Processing Specimen** fees and various handling fees reflect actual cost of services and have not changed
- **In-House Testing & Injections**
- **Targeted Case Management** (fees mandated by the Department of Human Services)