# MARION COUNTY BOARD OF COMMISSIONERS

"Delivering Excellence Everyday"

Wednesday, July 9, 2025
Board Session 9:00 a.m.

Senator Hearing Room
555 Court Street NE, Salem

## PUBLIC COMMENT

## PROCLAMATION

SHERIFF'S OFFICE AND JUVENILE DEPARTMENT

**1.** Consider approval of a proclamation designating the week of July 20-26, 2025, as Pretrial, Probation, and Parole Supervision Week in Marion County. – Director Troy Gregg and Lieutenant Anna Jefferson

## CONSENT

BOARD OF COMMISSIONERS

Board Committee Appointment – Intellectual and Developmental Disabilities Advisory Committee

**2.** Approve orders reappointing Kathy Schnebly as Chair with a term ending June 30, 2029, and Michelle Silbernagel as Vice-Chair with a term ending June 30, 2027, to the Marion County Intellectual and Developmental Disabilities Advisory Committee (IDDAC).

BUSINESS SERVICES

**3.** Approve Amendment #1 to the Public Improvement Agreement with Woodburn Construction CM/GC, LLC to add $375,001.68 for change orders for unknown conditions encountered during the construction phase for the Marion County Health and Human Services, Behavioral Health Crisis Center New Location Remodel project, for a new agreement total of $1,659,321.68 through February 28, 2026.

COMMUNITY SERVICES

**4.** Approve Amendment #2 to the Standard Professional Services Contract with Maul Foster and Alongi, Inc. to add American Rescue Plan Act (ARPA) funding in the amount of $360,288 for a new contract total of $581,842 to add scope for bidding and construction assistance for Phase 2 and Phase 3 of the Detroit Marinas Excavation and Resiliency Project through December 31, 2026.

HUMAN RESOURCES

**5.** Approve the recommendation to update the classification and adjust the pay grade upward for class codes #023, Office Manager; #221, Group Worker 3; #300, Weighmaster; #407, Emergency Preparedness Coordinator, #562, Developmental Disabilities Associate 2; and #563, Developmental Disabilities Specialist 1; and update the classification and uphold the pay grade for class codes #018, Office Manager Senior; #020, Administrative Services Manager Senior; #021, Administrative Services Manager, #302, Engineering Technician 1; #303, Engineering Technician 2; #304, Engineering Technician Senior; #564, Developmental Disabilities Specialist 2; #629, Support Enforcement Agent; #648, Support Technician; #650, Support Specialist (IT); and #652, Support Specialist (Non-IT).

PUBLIC WORKS

**6.** Approve the Purchase Order with Frontier Precision in the amount of $125,880.63 for the purchase of land surveying equipment to replace outdated equipment that is at end of life through June 30, 2026.

SHERIFF'S OFFICE

**7.** Approve the State Work Order Contract with DPI Security, Inc., in the amount of $412,963.20 to provide unarmed security services for Marion County Courts retroactive to July 1, 2025, through June 30, 2026.

## ACTION

SHERIFF'S OFFICE

**8.** Consider approval of the incoming funds Intergovernmental Agreement with the Oregon State Marine Board (OSMB) in the amount of $304,395 to provide law enforcement services related to recreational boating on Oregon waterways through June 30, 2027.
–Commander Jason Bernards and Lieutenant Matt Wilkinson

PUBLIC WORKS

**9.** Consider approval of an administrative ordinance adopting amendments to clarify the applicability of existing code provisions related to battery energy storage systems in the Marion County Urban and Rural Zone Codes, Chapters 16 and 17, as referenced in Exhibit A and Exhibit B. –Brandon Reich

**10.** Consider approval of Early Work Amendment #1 to the Construction Manager/General Contractor (CM/GC) contract with Slayden Constructors, Inc., to add federal American Rescue Plan Act (ARPA) funds in the amount of $581,348 for a new contract total of $762,596 to procure long lead time equipment required for the Marion County Brooks-Hopmere Water and Wastewater Improvement project through December 31, 2026.
–Chris Einmo

COMMUNITY SERVICES

**11.** Consider approval of the Subrecipient Agreement with the Santiam Memorial Hospital to reallocate Community Development Block Grant (CDBG) funding in the amount of $250,000 to help support pre-construction costs for the building of climate-controlled housing for ambulances retroactive to July 1, 2024, through June 30, 2028. –Steve Dickey

## PUBLIC HEARINGS
## 9:30 A.M.

COMMUNITY SERVICES

**A.** Public hearing to consider the United States Department of Housing and Urban Development (HUD), Community Development Block Grant (CDBG) and the HOME Investment Partnerships Programs 2025-2026 Annual Action Plan. –Steve Dickey

## ACTION

COMMUNITY SERVICES

**12.** Consider approval of a resolution to adopt the Program Year 2025-2026 Annual Action Plan under the Community Development Block Grant (CDBG) and the HOME Investments Partnership Program. **(TO BE ACTED ON FOLLOWING THE PUBLIC HEARING)** –Steve Dickey

**For agenda items where in-person testimony is allowed, the public may submit written testimony or sign up to provide testimony by telephone by emailing PublicHearings@co.marion.or.us at least 24 hours before the meeting. The email must specify the meeting date/time and agenda topic for which testimony is being submitted. For telephone testimony requests, the email must also include your name and the phone number that staff should use to call you at the appropriate time.**

**If you require interpreter assistance, an assistive listening device, large print material or other accommodations, call 503-588-5212 at least 48 hours in advance of the meeting. TTY 503-588-5168 Si necesita servicios de interprete, equipo auditivo, material copiado en letra grande, o culaquier otra acomodacion, por favor llame al 503-588-5212 por lo menos 48 horas con anticipacion a la reunion. TTY 503-588-5168 Marion County is on the Internet at:** www.co.marion.or.us

MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** July 9, 2025

**Department:** Sheriff's Office

**Title:** National Pretrial, Probation, and Parole Supervision Week Proclamation

**Management Update/Work Session Date:** June 17, 2025 **Audio/Visual aids** ☐

**Time Required:** 5 minutes **Contact:** Commander Mike Hartford **Phone:** 503-566-6907

**Requested Action:**
Request to accept the attached proclamation celebrating July 20-26, 2025, as Pretrial, Probation, and Parole Supervision Week.

**Issue, Description & Background:**
Each year Marion County celebrates National Pretrial, Probation, and Parole Supervision Week the 3rd full week in July.

**Financial Impacts:**
N/A

**Impacts to Department & External Agencies:**
N/A

**List of attachments:**
Proclamation

**Presenter:**
Director Troy Gregg & Lieutenant Anna Jefferson

**Department Head Signature:**
Jay Bergmann
Digitally signed by Jay Bergmann
Date: 2025.06.30 10:07:36 -07'00'

**BEFORE THE BOARD OF COMMISSIONERS**
**FOR MARION COUNTY, OREGON**

In the matter of proclaiming the week of July 20-26, 2025, as Pretrial, Probation, and Parole Supervision Week in Marion County:

# PROCLAMATION

***WHEREAS,*** the Marion County Sheriff's Office Community Corrections Division and the Marion County Juvenile Department are an essential part of the Marion County Criminal Justice System; and

***WHEREAS,*** the Community Corrections professionals of Marion County play an essential role in safeguarding the rights and freedoms of Marion County citizens; and

***WHEREAS,*** the Community Corrections professionals of Marion County recognize their duty to serve the people of Marion County by safeguarding life and property, by protecting them against violence and disorder, and by supervising and monitoring the activities of adult and juvenile offenders living in Marion County; and

***WHEREAS,*** the Community Corrections professionals of Marion County provide services and referrals for offenders, and work in partnership with community agencies and groups; and

***WHEREAS,*** the Community Corrections professionals of Marion County promote prevention, intervention, and advocacy; and

***WHEREAS,*** the Community Corrections professionals of Marion County provide services, support, and protection for victims; and

***WHEREAS,*** the Community Corrections professionals of Marion County embrace evidence-based practices, utilize the effective practices in the community supervision model, and are a true factor for positive change; and

***WHEREAS,*** it is important that all Marion County citizens know and understand the duties, responsibilities, hazards, and sacrifices of their Community Corrections professionals; now

***THEREFORE,*** we, the Marion County Board of Commissioners, do hereby proclaim July 20-26, 2025, as **Pretrial, Probation, and Parole Supervision Week** in Marion County and encourage all citizens to honor the Community Corrections professionals of Marion County and to recognize their achievements.

Dated in Salem, Oregon this 9th day of July 2025.

## MARION COUNTY BOARD OF COMMISSIONERS

**Chairperson** _____

**Commissioner** _____

**Commissioner** _____

MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** Wednesday, July 9th, 2025

**Department:** Health & Human Services

**Title:** IDDAC Chair and Vice-Chair Appointments

**Management Update/Work Session Date:** 06/17/2025 **Audio/Visual aids** ☐

**Time Required:** 5 **Contact:** Samantha Andress **Phone:** x4903

**Requested Action:**
Reappoint Kathy Schnebly to the Intellectual and Developmental Disabilities Advisory Committee (IDDAC) as chair, and Michelle Silbernagel and Vice-Chair through the duration of their committee appointments.

**Issue, Description & Background:**
The Intellectual and Developmental Disabilities Advisory Committee (IDDAC) is established in accordance with OAR 411-320-0030 (11) for oversight of the Marion County Community Developmental Disabilities Programs, and ORS 430.631 as the disability issues advisory committee. The IDDAC participates with the Marion County Health Department in planning local programs, and oversight of local resources and services that address the needs of IDD individuals. Per the IDDAC bylaws, Section 10. Officers, the committee will be led by a chair and vice-chair.

**Financial Impacts:**
N/A

**Impacts to Department & External Agencies:**
N/A

**List of attachments:**
Proposed Roster, Board Orders

**Presenter:**
Karin Perkins

**Department Head Signature:**
Ryan Matthews
Digitally signed by Ryan Matthews
Date: 2025.06.20 11:57:09 -07'00'

# ellectual and Developmental Disabilities Advisory Commit

| | Name | Member | Term Status | Organization |
|---|---|---|---|---|
| | **Individuals or Family Member** | | | |
| 1 | David Beem | Self-Advocate | Honorary | Resides with Shangri-La |
| | **Advocate Organizations** | | | |
| 1 | Rebecca Hill | Advocate | 12/31/2028 | Creating Opportunities |
| | **Providers** | | | |
| 1 | Kathy Schnebly Chair | Provider | 6/30/2029 | Natural Discoveries |
| 2 | Michelle Silbernagel, Co-Chair | Provider | 6/30/2027 | Independent contractor |
| 3 | Daniel Atsbaha | Provider | 12/31/2028 | Adult Foster Care Provider |
| 5 | Deborah Stoyer | Provider | 6/30/2027 | BeeLoved Care Homes |
| | **Agency Reps** | | | |
| 1 | Mariah Boyd | Agency | 12/31/2026 | Vocational Rehabilitation |
| 2 | Jennifer Rowan | Agency | 12/31/2026 | Salem Keizer School District |
| 3 | Melissa Phillips | Agency | 6/30/2028 | HDE Home Care LLC |

Marion County Staff:

Karin Perkins - CDDP Program Manager
Sherry Miotke - Office Specialist
Carly Lair - Clinical Supervisor
Patricia Pickett-Cooper - QA/QI Coordinator
Vacant - Management Analyst

BEFORE THE BOARD OF COMMISSIONERS

FOR MARION COUNTY, OREGON

In the matter of Appointing )
Michelle Silbernagel as )
Vice -Chair to the Intellectual )
And Developmental Disabilities )
Advisory Committee )

ORDER No. ___

This matter came before the Marion County Board of Commissioners at its regularly scheduled public meeting on July 9, 2025 to consider the appointment of Michelle Silbernagel as Vice-Chair to the Intellectual and Developmental Disabilities Advisory Committee (IDDAC);

WHEREAS, the Board of Commissioners has established the Intellectual and Developmental Disabilities Advisory Committee; and

WHEREAS, the Marion County Intellectual and Developmental Disabilities Advisory Committee serves as the structured advisory group to the Local Mental Health Authority, and serves the public interest by supporting the effective development and operation of the Marion County Health & Human Services (MCHHS) Community Developmental Disabilities Program (CDDP); and

IT IS HEREBY ORDERED that Michelle Silbernagel is appointed as Vice-Chair to the Intellectual and Developmental Disabilities Advisory Committee for a term beginning July 9, 2025 and ending June 30, 2027 .

DATED this 9th day of July, 2025.

Marion County Board of Commissioners

_____
Chair

_____
Commissioner

_____
Commissioner

BEFORE THE BOARD OF COMMISSIONERS

FOR MARION COUNTY, OREGON

In the matter of Appointing )
Kathy Schnebly as )
Chair to the Intellectual )
And Developmental Disabilities )
Advisory Committee )

ORDER No. ___

This matter came before the Marion County Board of Commissioners at its regularly scheduled public meeting on July 9, 2025 to consider the appointment of Kathy Schnebly as Chair to the Intellectual and Developmental Disabilities Advisory Committee (IDDAC);

WHEREAS, the Board of Commissioners has established the Intellectual and Developmental Disabilities Advisory Committee; and

WHEREAS, the Marion County Intellectual and Developmental Disabilities Advisory Committee serves as the structured advisory group to the Local Mental Health Authority, and serves the public interest by supporting the effective development and operation of the Marion County Health & Human Services (MCHHS) Community Developmental Disabilities Program (CDDP); and

IT IS HEREBY ORDERED that Kathy Schnebly is appointed as Chair to the Intellectual and Developmental Disabilities Advisory Committee for a term beginning July 9, 2025 and ending June 30, 2029 .

DATED this 9th day of July, 2025.

Marion County Board of Commissioners

_____
Chair

_____
Commissioner

_____
Commissioner

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MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** July 9, 2025

**Department:** Business Services

**Title:** Amendment 1 to Behavioral Health Crisis Center New Location Remodel

**Management Update/Work Session Date:** June 24, 2025 **Audio/Visual aids** ☐

**Time Required:** 10 min **Contact:** Tamra Goettsch **Phone:** x3200

**Requested Action:**
Consider approval of Amendment 1 to the Public Improvmenet Agreement with Woodburn Construction CM/GC, LLC for the Behavioral Health Crisis Center new location remodel located at 1234 Commercial St SE, Salem, OR 97302.

**Issue, Description & Background:**
Tenant improvement for the newly purchased property at 1234 Commercial St SE, Salem, OR 97302. Tenant improvements are to reconfigure the space to better suit the needs of the Health & Human Services Behavioral Health Crisis Center, replace the flooring and wall base, install chair rails and corner guards, electrical and lighting upgrades, and repaint the interior of the building. During the construction phase, several unknown conditions were encountered, which have required change orders and increased the contract value for project completion.

**Financial Impacts:**
Original Bid Amount $1,284,320.00. Current estimate $1,659,321.68

**Impacts to Department & External Agencies:**
No impact to other departments

**List of attachments:**
Amendment 1, Change Orders #001-004

**Presenter:**
Tamra Goettsch and Wesley Miller

**Department Head Signature:**
Signed by:
Tamra Goettsch
E4D545951879444...

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# Contract Review Sheet

Public Improvement Agreements **BS-6386-25 - Am1**

Title: **Behavioral Health Crisis Center New Location Remodel**

Contractor's Name: **Woodburn Construction CM/GC, LLC**

Department: **Business Services Department** Contact: **Vanessa Keck**

Analyst: **Chalyce MacDonald** Phone #: **(503) 566-3910**

Term - Date From: **January 15, 2025** Expires: **February 28, 2026**

Original Contract Amount: **$ 1,284,320.00** Previous Amendments Amount: **$ -**

Current Amendment: **$ 375,001.68** New Contract Total: **$ 1,659,321.68** Amd% **29%**

Outgoing Funds ☐ Federal Funds ☐ Reinstatement ☐ Retroactive ☑ Amendment greater than 25%

Source Selection Method: **20-0255 Invitation to Bid** ITB# **BS1553-24**

Description of Services or Grant Award

Health & Human Services Behavioral Health Crisis Center new site remodel located at 1234 Commercial St SE, Salem, OR 97302.

Amendment 1 incorporates Change Orders #001-004, increasing the contract total to $1,659,321.68.

Desired BOC Session Date: **7/9/2025** Contract should be in DocuSign by: **6/18/2025**

Agenda Planning Date **6/26/2025** Printed packets due in Finance: **6/24/2025**

Management Update **6/24/2025** BOC upload / Board Session email: **6/25/2025**

BOC Session Presenter(s) **Tamra Goettsch and Wesley Miller** Code: **Y**

## REQUIRED APPROVALS

DocuSigned by: A3538E7AEC704E4... 6/18/2025
Finance - Contracts — Date

DocuSigned by: Vanessa K Keck 5E8DBDD1952441E... 6/20/2025
Contract Specialist — Date

Signed by: Scott Morris 60C98A6E708240B... 6/18/2025
Legal Counsel — Date

DocuSigned by: Jan Fritz DC16351248DE4EC... 6/19/2025
Chief Administrative Officer — Date

Docusign Envelope ID: E9681645-BE5B-4648-B7CE-88540056A5C0

Marion County
OREGON

# AMENDMENT 1 to BS-6386-25
# the PUBLIC IMPROVEMENT AGREEMENT
# between
# MARION COUNTY and WOODBURN CONSTRUCTION CM/GC, LLC

This Amendment No. 1 to the Public Improvement Agreement (as amended from time to time, the "Agreement"), dated January 15, 2025 between Marion County, a political subdivision of the State of Oregon, hereafter called OWNER, and Woodburn Construction CM/GC, LLC, hereafter called Contractor.

The Agreement is hereby amended as follows (new language is indicated by underlining and deleted language is indicated by ~~strikethrough~~): Change orders 001, 002, 003 and 004, attached to this Amendment, are hereby incorporated.

Page 1, Section 1 Contract Price, Contract Documents and Work, first sentence: "The CONTRACTOR, in consideration of the sum of $1,659,321.68 ~~$1,284,320.00~~ (the "Contract Price"), to be paid to be paid to the CONTRACTOR by OWNER…"

Except as expressly amended above, all other terms and conditions of the original contract are still in full force and effect. Contractor certifies that the representations, warranties and certifications contained in the original Contract are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

**MARION COUNTY SIGNATURES**
**BOARD OF COMMISSIONERS:**

| | |
|---|---|
| Chair | Date |
| Commissioner | Date |
| Commissioner | Date |
| Authorized Signature: Signed by: Tamra Goettsch E4D545951879444... | 6/18/2025 |
| Department Director or designee | Date |
| Authorized Signature: DocuSigned by: Jan Fritz DC16351248DE4EC... | 6/19/2025 |
| Chief Administrative Officer | Date |
| Reviewed by Signature: Signed by: Scott Norris 60C98A6F708240B... | 6/18/2025 |
| Marion County Legal Counsel | Date |

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Reviewed by Signature: DocuSigned by: A3538E7AEC704E4... 6/18/2025

Marion County Contracts & Procurement Date

**WOODBURN CONSTRUCTION CM/GC, LLC SIGNATURE**

Authorized Signature: _____

Date

Title: _____

Docusign Envelope ID: E9681645-BE5B-4648-B7CE-88540056A5C0

WOODBURN CONSTRUCTION
Construction Manager / General Contractor

# PCCO #001

**Project:** 24103 - MC Crisis Center
1234 Commercial Street SE
Salem, Oregon 97302

## Prime Contract Change Order #001: PCO's #001 & #003-#007

| | | | |
|---|---|---|---|
| **TO:** | **Marion County**<br>PO Box 14500<br>Salem, Oregon 97309 | **FROM:** | **Woodburn Construction CM/GC**<br>PO BOX 129<br>Woodburn, Oregon 97071 |
| **DATE CREATED:** | 3/27/2025 | **CREATED BY:** | Jake Bartholomew **(Woodburn Construction CM/GC)** |
| **CONTRACT STATUS:** | Approved | **REVISION:** | 0 |
| **DESIGNATED REVIEWER:** | | **REVIEWED BY:** | |
| **DUE DATE:** | | **REVIEW DATE:** | 03/27/2025 |
| **INVOICED DATE:** | | **PAID DATE:** | |
| **SCHEDULE IMPACT:** | | **EXECUTED:** | No |
| **REVISED SUBSTANTIAL COMPLETION DATE:** | | **SIGNED CHANGE ORDER RECEIVED DATE:** | |
| **CONTRACT FOR:** | 24103 - 24103:24103 Prime Contract | **TOTAL AMOUNT:** | $40,808.11 |

**DESCRIPTION:**
This PCCO includes PCOs #001 & #003-#007.

**ATTACHMENTS:**

**POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:**

| PCO # | Title | Schedule Impact | Amount |
|---|---|---|---|
| 001 | RFI #3: Ceiling Joists Structure Issue | | $11,748.05 |
| 003 | RFI #4: Door #119A | | $2,915.60 |
| 004 | RFI #7: Basement Air Handling Unit | | $4,889.76 |
| 005 | RFI #5: Door Schedule Conflict | | $5,359.80 |
| 006 | RFI #8: Lobby 101 - Ceiling Grid Elevation | | $2,380.44 |
| 007 | Abatement Concrete Grinding | | $13,514.46 |
| | | **Total:** | $40,808.11 |

| | |
|---|---|
| The original (Contract Sum) | $1,284,320.00 |
| Net change by previously authorized Change Orders | $0.00 |
| The contract sum prior to this Change Order was | $1,284,320.00 |
| The contract sum will be increased by this Change Order in the amount of | $40,808.11 |
| The new contract sum including this Change Order will be | $1,325,128.11 |
| The contract time will not be changed by this Change Order. | |

| | | |
|---|---|---|
| **Angela Flores (Facet Architects)** | **Marion County**<br>PO Box 14500<br>Salem, Oregon 97309 | **Woodburn Construction CM/GC**<br>PO BOX 129<br>Woodburn, Oregon 97071 |
| | | Roman Giberson 03/27/2025 |
| **SIGNATURE** **DATE** | **SIGNATURE** **DATE** | **SIGNATURE** **DATE** |

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WOODBURN CONSTRUCTION
Construction Manager / General Contractor

# PCCO #002

**Project:** 24103 - MC Crisis Center
1234 Commercial Street SE
Salem, Oregon 97302

## Prime Contract Change Order #002: PCO's #008-#019 & #021

| | | | |
|---|---|---|---|
| **TO:** | **Marion County**<br>PO Box 14500<br>Salem, Oregon 97309 | **FROM:** | **Woodburn Construction CM/GC**<br>PO BOX 129<br>Woodburn, Oregon 97071 |
| **DATE CREATED:** | 4/24/2025 | **CREATED BY:** | Jake Bartholomew **(Woodburn Construction CM/GC)** |
| **CONTRACT STATUS:** | Pending - In Review | **REVISION:** | 0 |
| **DESIGNATED REVIEWER:** | | **REVIEWED BY:** | |
| **DUE DATE:** | | **REVIEW DATE:** | |
| **INVOICED DATE:** | | **PAID DATE:** | |
| **SCHEDULE IMPACT:** | | **EXECUTED:** | No |
| **REVISED SUBSTANTIAL COMPLETION DATE:** | | **SIGNED CHANGE ORDER RECEIVED DATE:** | |
| **CONTRACT FOR:** | 24103 - 24103:24103 Prime Contract | **TOTAL AMOUNT:** | $82,852.87 |
| **DESCRIPTION:** | | | |
| **ATTACHMENTS:** | | | |

**POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:**

| PCO # | Title | Schedule Impact | Amount |
|---|---|---|---|
| 008 | RFI #10: Gas Lines In Concrete Slab | | $2,478.32 |
| 009 | RFI #26: Inconsistent Drywall Finishes Option #1 | | $37,400.63 |
| 010 | RFI #26: Inconsistent Drywall Finishes Option #2 | | $18,047.54 |
| 011 | RFI #21: Existing Plumbing Lines | | $12,219.84 |
| 012 | RFI #9: Basement Bathroom EF Duct | | $2,350.87 |
| 013 | RFI #23 Asbestos Containing Cement Panels | | $3,473.87 |
| 014 | RFI #15: Panels Over Existing Windows Clarification | | $529.99 |
| 015 | RFI #14: Fur out Drywall at Office 143 | | $678.40 |
| 016 | RFI #16: Exterior Hose Bib Replacement | | $4,488.85 |
| 017 | RFI #19 Broken Water Closet Flange | | $1,620.11 |
| 018 | RFI #22: Existing Slab Penetrations | | $7,801.82 |
| 019 | RFI #18: Window Elevevations | | $3,767.35 |
| 021 | Keywatcher Credit | | ($12,004.72) |
| | | **Total:** | $82,852.87 |

| | |
|---|---|
| The original (Contract Sum) | $1,284,320.00 |
| Net change by previously authorized Change Orders | $40,808.11 |
| The contract sum prior to this Change Order was | $1,325,128.11 |
| The contract sum would be changed by this Change Order in the amount of | $82,852.87 |
| The new contract sum including this Change Order will be | $1,407,980.98 |
| The contract time will not be changed by this Change Order. | |

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WOODBURN CONSTRUCTION
Construction Manager / General Contractor

# PCCO #002

**Angela Flores (Facet Architects)**

SIGNATURE DATE

**Marion County**
PO Box 14500
Salem, Oregon 97309

Jan Fritz 5/5/2025
SIGNATURE DATE

**Woodburn Construction CM/GC**
PO BOX 129
Woodburn, Oregon 97071

Roman Giberson 05/01/2025
SIGNATURE DATE

Docusign Envelope ID: E9681645-BE5B-4648-B7CE-88540056A5C0

WOODBURN CONSTRUCTION
Construction Manager / General Contractor

# PCCO #003

**Project:** 24103 - MC Crisis Center
1234 Commercial Street SE
Salem, Oregon 97302

## Prime Contract Change Order #003: PCOs #20, 22, 23, 24, 26-29

| | | | |
|---|---|---|---|
| **TO:** | **Marion County**<br>PO Box 14500<br>Salem, Oregon 97309 | **FROM:** | **Woodburn Construction CM/GC**<br>PO BOX 129<br>Woodburn, Oregon 97071 |
| **DATE CREATED:** | 6/05/2025 | **CREATED BY:** | Jake Bartholomew **(Woodburn Construction CM/GC)** |
| **CONTRACT STATUS:** | Pending - In Review | **REVISION:** | 0 |
| **DESIGNATED REVIEWER:** | | **REVIEWED BY:** | |
| **DUE DATE:** | | **REVIEW DATE:** | |
| **INVOICED DATE:** | | **PAID DATE:** | |
| **SCHEDULE IMPACT:** | | **EXECUTED:** | No |
| **REVISED SUBSTANTIAL COMPLETION DATE:** | | **SIGNED CHANGE ORDER RECEIVED DATE:** | |
| **CONTRACT FOR:** | 24103 - 24103:24103 Prime Contract | **TOTAL AMOUNT:** | $99,849.37 |

**DESCRIPTION:**
This PCCO includes PCOs #20, #22, #23, #24, and #26-29.

**ATTACHMENTS:**

**POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:**

| PCO # | Title | Schedule Impact | Amount |
|---|---|---|---|
| 020 | RTU Supply Only | | $61,622.08 |
| 022 | RFI #29: Ceiling Exhaust Fans | | $1,372.81 |
| 023 | RFI #20: Gas Line Under Concrete Slab | | $659.72 |
| 024 | ASI #2 | | $20,126.72 |
| 026 | RFI #28: Bathroom Drywall Demo | | $1,914.76 |
| 027 | RTU Demo | | $9,525.78 |
| 028 | RFI #31: Panel G Location | | $2,889.66 |
| 029 | Floor Registers Replacement | | $1,737.84 |
| | | **Total:** | $99,849.37 |

| | |
|---|---|
| The original (Contract Sum) | $1,284,320.00 |
| Net change by previously authorized Change Orders | $123,660.98 |
| The contract sum prior to this Change Order was | $1,407,980.98 |
| The contract sum would be changed by this Change Order in the amount of | $99,849.37 |
| The new contract sum including this Change Order will be | $1,507,830.35 |
| The contract time will not be changed by this Change Order. | |

**Angela Flores (Facet Architects)**

SIGNATURE DATE

**Marion County**
PO Box 14500
Salem, Oregon 97309

SIGNATURE 6/5/2025 DATE

**Woodburn Construction CM/GC**
PO BOX 129
Woodburn, Oregon 97071

Roman Giberson 06/05/2025
SIGNATURE DATE

Docusign Envelope ID: E9681645-BE5B-4648-B7CE-88540056A5C0

WOODBURN CONSTRUCTION
Construction Manager / General Contractor

# PCCO #003

| | |
|---|---|
| The original (Contract Sum) | $1,284,320.00 |
| Net change by previously authorized Change Orders | $123,660.98 |
| The contract sum prior to this Change Order was | $1,407,980.98 |
| The contract sum would be changed by this Change Order in the amount of | $99,849.37 |
| The new contract sum including this Change Order will be | $1,507,830.35 |
| The contract time will not be changed by this Change Order. | |

**Angela Flores (Facet Architects)**

SIGNATURE DATE

**Marion County**
PO Box 14500
Salem, Oregon 97309

SIGNATURE DATE

**Woodburn Construction CM/GC**
PO BOX 129
Woodburn, Oregon 97071

6/5/2025

SIGNATURE DATE

Docusign Envelope ID: E9681645-BE5B-4648-B7CE-88540056A5C0

WOODBURN CONSTRUCTION
Construction Manager / General Contractor

# PCCO #004

**Project:** 24103 - MC Crisis Center
1234 Commercial Street SE
Salem, Oregon 97302

## DRAFT

## Prime Contract Change Order #004: Change Order #4

| | | | |
|---|---|---|---|
| **TO:** | **Marion County**<br>PO Box 14500<br>Salem, Oregon 97309 | **FROM:** | **Woodburn Construction CM/GC**<br>PO BOX 129<br>Woodburn, Oregon 97071 |
| **DATE CREATED:** | 6/11/2025 | **CREATED BY:** | Jenny Hesse **(Woodburn Construction CM/GC)** |
| **CONTRACT STATUS:** | Draft | **REVISION:** | 0 |
| **DESIGNATED REVIEWER:** | | **REVIEWED BY:** | |
| **DUE DATE:** | | **REVIEW DATE:** | |
| **INVOICED DATE:** | | **PAID DATE:** | |
| **SCHEDULE IMPACT:** | | **EXECUTED:** | No |
| **REVISED SUBSTANTIAL COMPLETION DATE:** | | **SIGNED CHANGE ORDER RECEIVED DATE:** | |
| **CONTRACT FOR:** | 24103 - 24103:24103 Prime Contract | **TOTAL AMOUNT:** | $150,248.73 |
| **DESCRIPTION:** | | | |
| **ATTACHMENTS:** | | | |

**POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:**

| PCO # | Title | Schedule Impact | Amount |
|---|---|---|---|
| 025 | ASI #1 Lighting Revisions | | $16,784.25 |
| 030 | ASI #3 - Structural Revisions | | $24,894.17 |
| 031 | Ceiling Tiles GYP. BD. Overlay | | $28,258.57 |
| 032 | RFI #37: Attic Duct Insulation | | $5,524.48 |
| 033 | RFI #13: Asbestos Pipe Insulation Uncovered | | $6,960.54 |
| 034 | RFI #40: Break Room 145 Floor Vents | | $1,024.97 |
| 035 | RFI #46: Office 112 South Wall Conflict | | $1,073.59 |
| 036 | RFI #33: Office 143 Junction Box | | $2,580.77 |
| 037 | Additional Floor Prep | | $3,178.55 |
| 038 | RFI #34: Existing Sink Condition | | $3,986.89 |
| 039 | Sanitary Liner Dispenser Credit | | ($248.56) |
| 040 | Door #152B Electro Magnetic Hardware | | $3,511.56 |
| 041 | CE #050 - RTU Installation | | $52,718.95 |
| | | **Total:** | $150,248.73 |

Docusign Envelope ID: E9681645-BE5B-4648-B7CE-88540056A5C0

WOODBURN CONSTRUCTION
Construction Manager / General Contractor

# PCCO #004

| | |
|---|---|
| The original (Contract Sum) | $1,284,320.00 |
| Net change by previously authorized Change Orders | $223,510.35 |
| The contract sum prior to this Change Order was | $1,507,830.35 |
| The contract sum would be changed by this Change Order in the amount of | $150,248.73 |
| The new contract sum including this Change Order will be | $1,658,079.08 |
| The contract time will not be changed by this Change Order. | |

**Angela Flores (Facet Architects)**

SIGNATURE DATE

**Marion County**
PO Box 14500
Salem, Oregon 97309

SIGNATURE DATE

**Woodburn Construction CM/GC**
PO BOX 129
Woodburn, Oregon 97071

Jenny Hesse 6/11/25

SIGNATURE DATE

MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** July 9, 2025

**Department:** Community Services

**Title:** Amendment #2 to the Detroit Marinas Excavation and Resiliency Project - Phases 2 & 3

**Management Update/Work Session Date:** 6/24/25 **Audio/Visual aids** ☐

**Time Required:** 5 **Contact:** Kelli Weese **Phone:** 503-566-3963

**Requested Action:** Consider approval of Amendment #2 to the Standard Professional Services Agreement with Maul, Foster & Alongi to add additional funding to this project.

**Issue, Description & Background:** The Detroit Marinas Excavation and Resiliency project consists of the proposed excavation of approximately 162,000 cubic yards of sediment from below the two commercial marinas at the Detroit Lake Reservoir and the beneficial reuse of the sediment within the lake bed. In 2023, the BOC approved Resolution 23R-25 to adopt the alternative 2 project concept, which is an extension of the existing Osprey Point Peninsula from the Detroit Flats day use area. This action marked the transition between Phase 1 "concept planning" and Phase 2 "engineering and permitting."

This amendment #2 will add additional tasks & funding for Phase 2 & 3.

**Financial Impacts:** The original contract value of $221,554 was awarded to Maul Foster & Alongi for engineering and permitting services and is funded from a combination of federal, state, and local sources. The additional $360,288 being added per this amendment #2 brings the contract total to $581,842.

**Impacts to Department & External Agencies:** The City of Detroit is directly impacted by this project which will create a 2400' long by 120' wide curved peninsula extending SW of Detroit Flats Day Use Area

**List of attachments:** Amendment #2, and the executed original contract and amendment #1

**Presenter:** Kelli Weese

**Department Head Signature:** Kelli Wuse

# Contract Review Sheet

A&E Standard Prof Svcs Agmnt **CS-5872-24 - Am2**

Title: **ARPA - Detroit Marinas Phases 2 and 3**

Contractor's Name: **Maul Foster & Alongi, Inc.**

Department: **Community Services Department** Contact: **Krista Ulm**

Analyst: **Kathleen George** Phone #: **(503) 373-4447**

Term - Date From: **January 1, 2024** Expires: **December 31, 2026**

Original Contract Amount: **$ 221,554.00** Previous Amendments Amount: **$ -**

Current Amendment: **$ 360,288.00** New Contract Total: **$ 581,842.00** Amd% **163%**

Outgoing Funds ☑ Federal Funds ☐ Reinstatement ☐ Retroactive ☑ Amendment greater than 25%

Source Selection Method: **30-0220 Formal Selection A&E** **CS1137-22**

Description of Services or Grant Award

This project consists of the excavation of sediment from below the two commercial marinas at the Detroit Lake Reservoir and the beneficial reuse of this sediment within the lake bed.

Amendment 1 will made the agreement retroactive to January 1 which will allow for a continuation of project related services.

Amendment 2 adds scope for bidding and construction assistance with associated additional funding for Phase 2-3 of this project.

Desired BOC Session Date: **7/9/2025** Contract should be in DocuSign by: **6/18/2025**

Agenda Planning Date **6/26/2025** Printed packets due in Finance: **6/24/2025**

Management Update **6/24/2025** BOC upload / Board Session email: **6/25/2025**

BOC Session Presenter(s) **Kelli Weese** Code: **Y**

**REQUIRED APPROVALS**

Finance - Contracts Date

Contract Specialist Date

Legal Counsel Date

Chief Administrative Officer Date

**AMENDMENT 2 to CS-5872-24**
**the STANDARD PROFESSIONAL SERVICES CONTRACT**
**between**
**MARION COUNTY and MAUL FOSTER & ALONGI, INC.**

This Amendment No. 2 to the Professional Services Contract (as amended from time to time, the "Contract"), dated January 1, 2024, between Marion County, a political subdivision of the State of Oregon, hereafter called County, and Maul Foster & Alongi, Inc., hereafter called Consultant.

The Contract is hereby amended as follows (new language is indicated by underlining and deleted language is indicated by ~~strikethrough~~):

**AGREEMENT**

This Contract shall become effective on January 1, 2024. No Services shall be performed prior to the Effective Date. The Contract shall expire, unless otherwise terminated or extended, on December 31, 2026.

Generally, the Services to be performed by Consultant on the Project consist of the following (the "Services"):

> Civil and environmental engineering analysis and design; environmental and construction permit consultation and acquisition; natural, archaeological and historic resource studies, investigation and reporting; NEPA compliance; public involvement and communications; preparation of construction plans, specifications and estimates; bid support; construction administrative and observation support.

Owner agrees to pay Consultant a sum not to exceed **$581,842.00** ~~**$221,554**~~ for performance of Phase 2 and 3 Services, which shall include all allowable expenses, more specifically described in EXHIBIT A, Statement of Work. Progress payments shall be made in accordance with EXHIBIT B, Consultant Compensation.

## EXHIBIT A - STATEMENT OF WORK

Representatives of the Parties for this Contract and the Project are:

Consultant: **Stacy Frost, PE, Principal in Charge** Telephone: 208.664.7895

Owner: ~~**Chris Eppley**~~ **Kelli Weese, Community Services Director** Telephone: 503.566.3963

## PHASE 2 – PROJECT ENGINEERING, ~~AND~~ PERMITTING AND BID PHASE ASSISTANCE

**Task 200.3 – Final Design/Bid Documents**

*Consultant Responsibilities:*

200.3.1 Incorporate Owner comments on the pre-final design documents and any other relevant permitting requirements received following preparation of the pre-final design into the final design documents. Additional document review meetings will occur at Owner's discretion.

200.3.2 Assist Owner's procurement staff with prepare the invitation to bid document and assemble the combined bid documents.

*Owner Responsibilities:*

- Provide input, review, and approval of this section.
- Provide funding administration services, if any.
- Final Design Acceptance

*Assumptions:*

- All technical specifications will be per Construction Specification Institute format.
- Structural, geotechnical, mechanical, or electrical engineering services are not included in this scope of work.
- Design of retaining walls or structural calculations are not included in this phase but could potentially be included in a future project phase, contingent on the availability of project funding.
- Design of temporary traffic signals or appurtenances is not included in this scope of work.
- Any storm drainage redesign or recheck of calculations due to the contractor's failure to construct the facilities per the plan design and specifications is not included in this scope of work.
- Biweekly (once per two weeks) meetings with Owner during the Final Design/Bid Documents phase are assumed at 1 hour each for two months.

*Deliverables:*

- Final design documents – a single construction plan set and a single set of specifications; stamped PDF and two copies of full-size drawings
- Draft Invitation to Bid document
- Combined bid documents
- Final Engineer's Opinion of Probable Construction Cost
- Revised final design documents – a second revised construction plan set with a revised second single set of specifications; stamped PDF and two copies of full-size drawings

**Task 300: Phase 3 Services**

**Task 300.1 – Construction Assistance**

*Consultant Responsibilities:*

300.1.1 Lead a pre-construction coordination meeting attended by Consultant's managing staff, County, and Construction Contractor.

300.1.2 Perform project coordination and communication with the project team and Permitting Agencies.

300.1.3 Review Construction Contractor's requests for information (RFIs) (up to 10 requests)

300.1.4 Review of Construction Contractor shop drawings and submittals (up to 40 submittals)

300.1.5 Virtually attend twice-monthly thirty-minute Owner/ Consultant/ Construction Contractor meetings (up to 19 meetings) by Consultant's project manager and project engineer leading up to construction.

300.1.6 Virtually attend weekly one-hour Owner/ Consultant/ Construction Contractor meetings (up to 35 meetings) by Consultant's project manager and project engineer during construction.

300.1.7 Drilling oversight and documentation for the planned drilling at the Detroit Lake Marina site.

300.1.8 Review daily and weekly field reports that are prepared by the Construction Contractor and/or the Owner.

300.1.9 The Consultant's project manager or the project engineer will attend up to six (6) general site visits.

300.1.10 Attend a site visit at substantial completion and recommend action items for finalization.

300.1.11 Provide post-construction support to include the preparation of record drawings (from Construction Contractor-provided topographic survey).

**Task 300.2 - On-Call Support**

*Consultant Responsibilities:*

300.2.1 Perform on-call support to the Owner, when requested, for tasks that are not scoped in Task 200 and 300.1. For tasks requested by the Owner, Consultant will prepare an approximated cost and level of effort description for review and approval by the Owner prior to commencement of the directed task.

*Assumptions:*

- The scope of work assumes that Section 408 can be completed at the USACE district level.
- Sufficient design information and construction details regarding the Construction Contractor's approach to project implementation will be provided to Consultant by the Construction Contractor such that minimal effort will be required to incorporate the required details into the permit drawing set.
- The Owner is the generator of any solid or hazardous waste or materials, as defined under the federal Resource Conservation and Recovery Act and state hazardous/dangerous waste regulations.
- Construction will begin in September 2025; reaches substantial completion at the beginning of May of 2026 and reaches full completion at the end of December of 2026.
- The level of effort for project coordination and communication conducted under 300.1 is 333 hours.
- Consultant's project manager (travel from Portland, OR) will visit the site 4 times and project engineer (travel from Kellogg, ID) will visit the site twice during construction.
- Review of reports will not be performed daily, but intermittently. The daily and weekly field reports are assumed to document construction activities demonstrating that the construction contractor performed the work in conformance with the design documents and that the completed work fulfills the relevant permit requirements.

*Exclusions*:

The following services or products have been excluded from the scope of work. Many of these items can be provided at Owner's request as a change to the scope of work and an extra fee to be negotiated.

- Updating/modifying the Construction Drawings based on the information provided from the Detroit Lake Marina drilling operation
- Payment of any agency application, permit, or plan check fees
- Structural, geotechnical, mechanical, or electrical engineering services
- Design services regarding the Construction Contractor's approach to implementation of construction
- Design of retaining walls and structural calculations
- Review Construction Contractor change order requests
- Review Construction Contractor requests for payment

- Attendance of bi-weekly update meetings with Owner and other county officials
- Track and coordinate with Construction Contractor to best maintain approved schedule
- Monitoring of project schedule, tracking of deliverables, review and confirmation of Construction Contractor compliance with permit requirements
- Wetland Delineation
- Design of temporary traffic signals or appurtenances
- Any storm drainage redesign or recheck of calculations due to the Construction Contractor's failure to construct the facilities per the plan design and specifications
- Third party or other special inspections
- Topographic survey of pre-construction, interim, or final conditions
- Long term monitoring for vegetation establishment or other permit mitigation requirements
- Project closeout tasks not described above, especially those related to the closeout of ARPA funding.

# EXHIBIT B - CONSULTANT COMPENSATION

## B.1 BASIS OF COMPENSATION

B.1.01 Owner shall compensate Consultant for the performance of Services set forth in Exhibit A, as follows:

The maximum, not to exceed total amount payable under this Contract is $581,842.00 ~~$221,554~~ for the combination of Basic Services, Supplemental Services, and Reimbursable Expenses.

Consultant shall perform the Services for: a maximum, not-to-exceed price of $581,842.00 ~~$221,554.00~~.

Although individual task budgets may be exceeded, the total authorized budget amount shall not be exceeded without written authorization from Owner. For time and materials tasks, compensation will be according to Maul Foster & Alongi's standard billing rates updated annually in January.

| TASK | Cost | Type |
|---|---|---|
| Task 200.1 – Permitting and Bid Support | $ ~~150,887~~ 231,602 | NTE |
| Task 200.2 – Pre-Final Design | $ 38,681 | NTE |
| Task 200.3 – Final Design/Bid Documents | $ 16,865 | NTE |
| Task 200.4 – Bid Phase Assistance | $ 15,121 | NTE |
| Task 300.1 – Construction Assistance | $ 248,973 | NTE |
| Task 300.2 – On-Call Support | $ 30,600 | NTE |
| **Total** | **$ ~~221,554~~ 581,842** | |

B.1.04

Consultant shall send invoices to Owner's Representative identified in this Contract, using the following address:

**CSReporting@co.marion.or.us** or to

**Marion County Community Services Department**
**Attn: ~~Chris Eppley~~ Kelli Weese**
**555 Court Street NE Ste 3120**
**Salem, OR 97301**

**B.2 REIMBURSABLE EXPENSES**

B.2.01.b. Travel Expenses:

i. Mileage. Mileage for travel in a private automobile, while Consultant is acting within the course and scope of his/her duties under this Contract and driving over the most direct and usually traveled route, will be reimbursed at ~~a rate of 62.5 cents per mile~~ the standard mileage rate identified by the IRS on the date mileage was calculated. To qualify for mileage reimbursement, Consultant must hold a valid, current driver's license for the class of vehicle to be driven and carry personal automobile liability insurance in amounts not less than those required by (i) the Oregon Financial Responsibility Law (ORS 806.060) or (ii) the jurisdiction in which the vehicle is being operated, whichever is greater. No mileage reimbursement will be paid for the use of motorcycles or mopeds.

# EXHIBIT E - CRITICAL DATE SCHEDULE

| | |
|---|---|
| Task 200.1: Permitting Support | 6 Months |
| Task 200.2: Pre-Final Design | 3 Months |
| Task 200.3: Final Design/Bid Documents | 2 Months |
| Task 200.4: Bid Phase Assistance | 2 Months |

~~*Rates are for calendar year 2024 (updated annually).*~~

# EXHIBIT F – RATE SCHEDULE

| | Max Hourly Rate 2024 | Max Hourly Rate 2025 |
|---|---|---|
| Principal Engineer | $280 | $295 |
| Senior Engineer | $250 | $265 |
| Senior Planner | NA | $225 |
| Project Engineer | $205 | $215 |
| Senior Communications Specialist | NA | $235 |
| Project Communications Specialist | $195 | $180 |
| Project Planner | $190 | NA |
| Staff Engineer | $165 | $170 |

| | | |
|---|---|---|
| Staff Communications Specialist | $160 | NA |
| Staff Planner | $160 | $165 |
| CAD Drafter | $140 | $145 |
| Administrative Support | $135 | $135 |
| | | |
| | | |
| | | |

Rates are ~~for calendar year 2024 (~~updated annually~~)~~.
Except as expressly amended above, all other terms and conditions of the original contract are still in full force and effect. Contractor certifies that the representations, warranties and certifications contained in the original Contract are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

**MARION COUNTY SIGNATURES**
**BOARD OF COMMISSIONERS:**

_____
Chair Date

_____
Commissioner Date

_____
Commissioner Date

Authorized Signature: _____
Department Director or designee Date

Authorized Signature: _____
Chief Administrative Officer Date

Reviewed by Signature: _____
Marion County Legal Counsel Date

Reviewed by Signature: _____
Marion County Contracts & Procurement Date

**MAUL FOSTER & ALONGI, INC. SIGNATURE**

Authorized Signature: _____
Date

Title: _____

MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting Date:** July 9, 2025

**Department:** Human Resources

**Title:** Recommendation to approve attached Personnel Findings and Recommendation Reports

**Management Update/Work Session Date:** Jun 25, 2025 **Audio/Visual aids** ☐

**Time Required:** 5 minutes **Contact:** hrcompclass@co.marion.or.us **Phone:** x7777

**Requested Action**:

Recommendation to adjust pay grades upward for class code #023, Office Manager; #221, Group Worker 3; #300, Weighmaster; #407, Emergency Preparedness Coordinator; #562, Developmental Disabilities Associate 2; #563, and Developmental Disabilities Specialist 1; and uphold pay grades for class code #018, Office Manager Sr; #020, Administrative Services Manager Sr; #021, Administrative Services Manager; #302, Engineering Technician 1; #303, Engineering Technician 2; #304, Engineering Technician Sr; #564, Developmental Disabilities Specialist 2; #629, Support Enforcement Agent; #648, Support Technician; #650, Support Specialist (IT); #652, Support Specialist (Non-IT); and update classifications.

**Issue, Description & Background**:

As part of the strategy to maintain Marion County compensation and classification programs, human resources periodically reviews classification specifications and pay ranges. The classification review ensures classification specifications reflect current industry language, standards and county practices, and positions are properly classified and placed in the appropriate pay range. In determining if a classification is appropriately compensated HR conducts a market review in accordance with county personnel rules and HR practices. This review identifies which pay grade will bring the classification closest to the mean (0%) of market comparators within the county's current pay structure; in addition to these market findings, funding and internal equity are also considered when establishing the pay grade.

**Financial Impacts**:

**Impacts to Department & External Agencies**:

HR reviewed 17 classifications tied to 143 budgeted positions across 13 departments, including the Assessor's Office, Board of Commissioners, Business Services, Clerk's Office, Community Services, District Attorney, Health and Human Services, Information Technology, Justice Court, Juvenile, Legal, Public Works, and Sheriff's Office.

**List of Attachments**: Personnel Findings and Recommendations Reports (2)

**Presenter**: Salvador Llerenas

**Department Head Signature:** Salvador Llerenas

MARION COUNTY HUMAN RESOURCES

# Personnel Findings and Recommendation Report

**Date:** Jun 23, 2025

**To:** Jan Fritz, Personnel Officer

**From:** Salvador Llerenas, Chief Human Resources Officer

**Re:** Recommendation to update six classifications and adjust pay grades upward.

---

**Background Information:**

As part of the strategy to maintain Marion County compensation and classification programs, human resources periodically reviews classification specifications and pay ranges. The classification review ensures classification specifications reflect current industry language, standards and county practices, and positions are properly classified and placed in the appropriate pay range.

In determining if a classification is appropriately compensated HR conducts a market review in accordance with county personnel rules and HR practices. This review identifies which pay grade will bring the classification closest to the mean (0%) of market comparators within the county's current pay structure; in addition to these market findings, funding and internal equity are also considered when establishing the pay grade.

**Discussion:**

Functions performed by classification:

#023, Office Manager is primarily responsible for complex technical and administrative assignments, which require initiative and independent judgment and provides full supervision over the clerical and technical support employees of a large division or small department.

#221, Group Worker 3 is primarily responsible for lead worker duties, accountability, skill development, safety, and support to juveniles with emotional and behavioral challenges in a compassionate and respectful manner.

#300, Weighmaster is primarily responsible for compliance with county, state and federal motor carrier industry laws, rules and regulations.

#407, Emergency Preparedness Coordinator is primarily responsible for the development and implementation of comprehensive emergency management programs that have departmental, county, regional, and statewide scope and impact.

#562, Developmental Disabilities Associate 2 is primarily responsible for case management, facilitating intake and eligibility determination and administration of functional needs assessments.

#563, Developmental Disabilities Specialist 1 is primarily responsible for complex case coordination, crisis intervention, foster care licensing and certification, qualified Medicaid provider monitoring, data analysis, use of designated fund allocations and quality assurance and improvement.

After review, HR found these classifications to be below market.

**Recommendation:**

1. In Unit 02 - Supervisory; class code #023, Office Manager; adjust pay grade upward from 02.A23 to 02.A24.

2. In Unit 14 - MCJEA; reinstate class code #221, Group Worker 3; adjust pay grade upward from 14.J22 to 14.J23 and retitle to Group Worker Sr.

3. In Unit 06 - MCEA; class code #300, Weighmaster; adjust pay grade upward from 06.C48 to 06.C51.

MARION COUNTY HUMAN RESOURCES

# Personnel Findings and Recommendation Report

4. In Unit 13 - Non-Supervisory; class code #407, Emergency Preparedness Coor; adjust pay grade upward from 13.G24 to 13.G26.

5. In Unit 06 - MCEA; class code #562, Developmental Disabilities Associate 2; adjust pay grade upward from 06.C50 to 06.C51 and retitle to Developmental Disabilities Associate.

6. In Unit 06 - MCEA; class code #563, Developmental Disabilities Specialist 1; adjust pay grade upward from 06.C51 to 06.C52 and retitle to Developmental Disabilities Specialist.

7. Approve recommendation beginning the first pay period following approval by the Board.

I concur with the findings of the Human Resources Department and approve the actions detailed above.

Jan Fritz, Personnel Officer

6/24/2025
Date

MARION COUNTY HUMAN RESOURCES

# Personnel Findings and Recommendation Report

**Date:** Jun 23, 2025

**To:** Jan Fritz, Personnel Officer

**From:** Salvador Llerenas, Chief Human Resources Officer

**Re:** Recommendation to update eleven classifications and uphold pay grades.

---

**Background Information:**

As part of the strategy to maintain Marion County compensation and classification programs, human resources periodically reviews classification specifications and pay ranges. The classification review ensures classification specifications reflect current industry language, standards and county practices, and positions are properly classified and placed in the appropriate pay range.

In determining if a classification is appropriately compensated HR conducts a market review in accordance with county personnel rules and HR practices. This review identifies which pay grade will bring the classification closest to the mean (0%) of market comparators within the county's current pay structure; in addition to these market findings, funding and internal equity are also considered when establishing the pay grade.

**Discussion:**

Functions performed by classification:

#018, Senior Office Manager is primarily responsible for complex office systems, workflows and automated systems, ensure legal or grant compliance, oversee large clerical teams (10+ employees), coordinate specialized and technically complex functions, and lead administrative operations across departments or divisions.

#020, Senior Administrative Services Manager is primarily responsible for planning, organizing, administration, and coordination of the centralized administrative function of a large county department, including budget and contract administration, accounting, and various aspects of administrative support.

#021, Administrative Services Manager is primarily responsible for planning, organizing, administration and coordination of the centralized administrative function of a county department, including budget and contract administration, accounting and various aspects of administrative support.

#302, Engineering Technician 1 is primarily responsible for technical engineering work in the analysis, location, design, construction and inspection, or operation of engineering projects or survey work.

#303, Engineering Technician 2 is primarily responsible for moderately complex technical engineering work in the analysis, location, design, construction and inspection, or operation of engineering projects or survey work.

#304, Engineering Technician Sr is primarily responsible for complex technical engineering or administrative work in analysis, design, construction and operation of public works projects.

#564, Developmental Disabilities Specialist 2 is primarily responsible for senior-level technical assistance on projects, quality assurance and quality improvement activities to a health and human services department program delivering intellectual and developmental disability (IDD) services.

#629, Support Enforcement Agent is primarily responsible for paraprofessional administrative and judicial processing of child support cases; enforce and secure current child support payments and repayments of

amounts due; monitor and review cases for compliance.

#648, Support Technician is primarily responsible for routine assistance to users and basic facilitation of computer hardware and software operations.

#650, Support Specialist (IT) is primarily responsible for providing technical assistance and facilitating the use of computer hardware and software throughout the county.

#652, Support Specialist (Non-IT) is primarily responsible for providing technical assistance and facilitating the use of computer hardware and software within a single department.

After review, HR found these classifications to be within market.

**Recommendation:**

1. In Unit 02 - Supervisory; class code #018, Office Manager Sr; uphold pay grade 02.A26.

2. In Unit 02 - Supervisory; class code #020, Administrative Services Manager Sr; uphold pay grade 02.A31.

3. In Unit 02 - Supervisory; class code #021, Administrative Services Manager; uphold pay grade 02.A28.

4. In Unit 06 - MCEA; class code #302, Engineering Technician 1; uphold pay grade 06.C48.

5. In Unit 06 - MCEA; class code #303, Engineering Technician 2; uphold pay grade 06.C50.

6. In Unit 06 - MCEA; class code #304, Engineering Technician Sr; uphold pay grade 06.C52.

7. In Unit 06 - MCEA; class code #564, Developmental Disabilities Specialist 2; uphold pay grade 06.C53 and retitle to Developmental Disabilities Specialist Sr.

8. In Unit 06 - MCEA; class code #629, Support Enforcement Agent; uphold pay grade 06.C51.

9. In Unit 08 - MCEA; class code #648, Support Technician; uphold pay grade 08.F17.

10. In Unit 08 - MCEA; class code #650, Support Specialist (IT); uphold pay grade 08.F23.

11. In Unit 06 - MCEA; class code #652, Support Specialist (Non-IT); uphold pay grade 06.C52.

12. Approve recommendation beginning the first pay period following approval by the Board.

---

I concur with the findings of the Human Resources Department and approve the actions detailed above.

Jan Fritz, Personnel Officer

6/24/2025
Date

Docusign Envelope ID: A73843CB-ED25-488F-8B9D-BBCD733ADE93

MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** July 9, 2025

**Department:** Public Works

**Title:** Purchase of Trimble Survey Equipment

**Management Update/Work Session Date:** 5/27/2025 **Audio/Visual aids** ☐

**Time Required:** 5 minutes **Contact:** Kent Inman **Phone:** 4316

**Requested Action:**
Approve Purchase Order #932789 for the purchase of surveying equipment from Trimble Navigation LTD under Washington State Department of Enterprise Services/Oregon State Cooperative Agreement #24123.

**Issue, Description & Background:**
The Surveyor's Office has selected Trimble products to replace outdated land surveying equipment that is past due for replacement, including GPS receivers, geomatic devises and processing software. Survey staff are proficient in the use of Trimble products and the use of Trimble will greatly increase process efficiency and the productivity of field staff.

**Financial Impacts:**
The value of this Purchase Order is $125,880.63 which is a budgeted expense in the FY25/26 fiscal year using Corner Fund dollars.

**Impacts to Department & External Agencies:**
None

**List of attachments:**
PO #932789, signature page

**Presenter:**
Kent Inman

**Department Head Signature:**
Brian Nicholas
Digitally signed by Brian Nicholas
Date: 2025.06.12 10:05:58 -07'00'

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# Contract Review Sheet

Purchase Order 932789 **PW-6730-25**

Title: **Trimble Surveying Equipment**

Contractor's Name: **Frontier Precision Inc.**

Department: **Public Works Department** Contact: **Jeniffer Scales**

Analyst: **Kathleen George** Phone #: **(503) 588-5036**

Term - Date From: **Execution** Expires: **June 30, 2026**

Original Contract Amount: **$ 125,880.63** Previous Amendments Amount: **$ -**

Current Amendment: **$ -** New Contract Total: **$ 125,880.63** Amd% **0%**

Outgoing Funds ☐ Federal Funds ☐ Reinstatement ☐ Retroactive ☐ Amendment greater than 25%

Source Selection Method: **10-0400 Cooperative** Cooperative# **WA#24123**

Description of Services or Grant Award

Trimble R12i configuration level-R12i base and rover mode with accessories per quote#107917.

The Surveyor's Office has selected Trimble products to replace outdated land surveying equipment that is past due for replacement, including GPS receivers, geomatic devises and processing software. Survey staff are proficient in the use of Trimble products and the use of Trimble will greatly increase process efficiency and the productivity of field staff.

The purchase of surveying equipment will be from Frontier Precision under Washington State Department of Enterprise Services/Oregon State Cooperative Agreement #24123.

Desired BOC Session Date: **7/9/2025** Contract should be in DocuSign by: **6/18/2025**

Agenda Planning Date **6/26/2025** Printed packets due in Finance: **6/24/2025**

Management Update **6/24/2025** BOC upload / Board Session email: **6/25/2025**

BOC Session Presenter(s) **Kent Inman** Code: **Y**

## REQUIRED APPROVALS

DocuSigned by: A3538E7AEC704F4... 6/13/2025
Finance - Contracts Date

DocuSigned by: Jeniffer Scales EC27CEB8C3DC4C3... 6/16/2025
Contract Specialist Date

Signed by: Scott Norris 89C98A8F708240B... 6/13/2025
Legal Counsel Date

DocuSigned by: Jan Fritz DC1035124ADE4EC... 6/13/2025
Chief Administrative Officer Date

Docusign Envelope ID: A73843CB-ED25-488F-8B9D-BBCD733ADE93

*** MARION COUNTY COPY ONLY ***

# MARION COUNTY
## FINANCE DEPARTMENT

PO Box 14500
555 Court St NE #4247
Salem, OR 97309-5036

**Purchase Order**

| Purchase Order No | Revision | Page |
|---|---|---|
| 932789 | | |

**Ship To:**

MARION COUNTY PUBLIC WORKS
5155 SILVERTON RD NE
SALEM OR 97305

**Bill To:**

MARION COUNTY PUBLIC WORKS
5155 SILVERTON RD NE
SALEM OR 97305

FRONTIER PRECISION
7800 SW DURHAM RD STE 100
TIGARD OR 97224

| Customer Acct No | Supplier No | Order Date / Buyer | Revised Date / Buyer |
|---|---|---|---|
| Payment Terms | | Ship Via | F.O.B |
| Freight Terms | | Request Or Deliver To | Confirm To / Telephone ( ) |

| Line # | Description | Delivery Date | Quantity | Unit | Unit Price | Total |
|---|---|---|---|---|---|---|
| 1 | TRIMBLE SURVEYING EQUIPMENT AND ACCESSORIES PER QUOTE#107917<br><br>THIS PURCHASE IS PLACE AGAINST WASHINGTON STATE AGREEMENT #24123 | | 1 | | | 125,880.63 |
| | | | | | **Total** | $125,880.63 |

INSTRUCTIONS TO VENDOR

1. Please direct any questions concerning this purchase order to invoiced department.
2. Purchase Order Number must appear on all invoices, packages and shipping documents relating to this order.
3. Separate invoices must be submitted for each Purchase Order.
4. Do not overship or substitute.
5. If you cannot supply the items requested, please notify issuing authority at once.

**Note : Please notify department contact (above) for all inquiries regarding this Purchase Order**

**Authorized By:** DocuSigned by: A3538E7AEC704F4...

**MARION COUNTY PURCHASING**
**NOT VALID Unless Signed By Purchasing**

Docusign Envelope ID: A73843CB-ED25-488F-8B9D-BBCD733ADE93

## MARION COUNTY TERMS AND CONDITIONS

**1. INSPECTIONS:** County may inspect and test the Goods and related Services (collectively, Goods). County may reject non-conforming Goods and require Contractor to correct them without charge or deliver them at a reduced price, as negotiated. If Contractor does not cure any defects within a reasonable time, County may reject the Goods and cancel the PO in whole or in part. This paragraph does not affect or limit County's rights, including its rights under the Uniform Commercial Code, ORS chapter 72 (UCC).

**2. DELIVERY:** Deliveries will be F.O.B destination. Contractor shall pay all transportation and handling charges. Contractor is responsible and liable for loss or damage until final inspection and acceptance of the Goods. Contractor remains liable for latent defects, fraud, and warranties.

**3. PAYMENT:** County shall pay Contractor within 30 days from (i) the date the Goods are delivered and accepted or (ii) the date the invoice is received, whichever is later

**4. COUNTY PAYMENT OF CONTRACTOR CLAIMS:** If Contractor does not pay promptly any claim that is due for Goods or Services furnished to the Contractor by any subcontractor in connection with this PO, the County may pay such claim and charge that payment against any payment due to the Contractor under this PO. The County's payment of a claim does not relieve the Contractor or its surety, if any, from their obligations for any unpaid claims.

**5. WARRANTIES:** Contractor agrees to perform its services with that highest standard of care, skill and diligence normally provided by a professional individual in the performance of similar services. Contractor represents and warrants that the Goods are new, current, and fully warranted by the manufacturer. Delivered Goods will comply with specifications and be free from defects in labor, material and manufacture. All UCC implied and expressed warranties are incorporated in this PO. Contractor shall transfer all warranties to the County.

**6. TERMINATION OF PO:** The PO may be terminated under the following conditions: a. By written mutual agreement of both parties. Termination under this provision may be immediate. b. Upon fifteen (15) calendar days written notice by either Party to the other of intent to terminate. c. The County may terminate all or part of this PO for the following reasons: (1) If the consultant fails to provide services, or fails to meet the performance standards as specified in this PO (or subsequent modifications of this PO), within the time specified herein or any extension thereof. Termination under this provision may be immediate; (2) If the consultant fails to start services on the date specified by Marion County in this PO or subsequent modifications to this contract. Termination under this provision may be immediate. (3) Failure of the consultant or Marion County to comply with the provisions of this PO and all applicable federal, state, and local laws and rules may be cause for termination of this contract. Such termination shall be without prejudice to any obligations or liabilities of either party accrued prior to such termination. If this PO is terminated by either party, for reasons other than breach of contract, the County agrees to pay to the consultant all costs and expenses associated with services satisfactorily provided to the effective date of termination.

**7. INDEMNIFICATION.** The Contractor shall save harmless, indemnify, and defend the County for any and all claims, damages, losses and expenses including but not limited to reasonable attorney's fees arising out of or resulting from Contractor's performance of or failure to perform the obligations of this PO to the extent same are caused by the negligence or misconduct of Contractor or its employees or agents.

**8. GOVERNING LAW, VENUE:** This PO shall be governed by the laws of the State of Oregon. Any action commenced in connection with this PO shall be in the Circuit Court of Marion County. All rights and remedies of the County shall be cumulative and may be exercised successively or concurrently. The foregoing is without limitation to or waiver of any other rights or remedies of the County according to law.

**9. FORCE MAJEURE:** Neither party is responsible for delay or default caused by an event beyond its reasonable control. County may terminate this PO without liability to Contractor upon written notice after determining the delay or default reasonably prevents performance of this PO.

**10. SUBCONTRACTING/NONASSIGNMENT**. No portion of the PO may be contracted or assigned to any other individual, firm or entity without the express and prior approval of the County.

**11. MAINTENANCE, RETENTION, AND CONFIDENTIALITY OF RECORD.** The Contractor agrees to establish and maintain records and statistics as follows: Financial records, which indicate the number of hours of service provided under this contract and other appropriate records pertinent to this contract shall be retained for a minimum of three (3) years after the end of the contract period. If there are unresolved audit questions at the end of the three-year period, the records must be maintained until the questions are resolved. To the extent applicable, client records shall be kept confidential in accordance with ORS 179.505, OAR 309-11-020, 45 CFR 205.50 and 42 CFR Part 2.

**12. COMPLIANCE WITH APPLICABLE LAWS:** The Contractor shall comply with all applicable Federal, State and local laws, rules and regulations. All provisions of ORS 279B (Public Contracts and Purchasing) are incorporated herein to the extent applicable to POs.

**13. WORKERS' COMPENSATION:** Contractor shall comply with ORS 656.017 and provide the required workers' compensation coverage, unless exempt under ORS 656.126(2). Contractor shall ensure that its Subcontractors, if any, comply with these requirements.

**14. SAFETY AND HEALTH REQUIREMENTS:** Contractor represents and warrants that the Goods comply with all federal and Oregon safety and health requirements.

**15. MATERIAL SAFETY DATA SHEET:** Contractor shall provide County with a Material Safety Data Sheet for any Goods which may release, or otherwise result in exposure to, a hazardous chemical under normal conditions of use (OAR 437- 002-0360 and 29 CFR 1910.1020). Contractor shall label, tag or mark such Goods.

**16. AMENDMENTS:** All amendments to this PO must be in writing, signed by County.

**17. SEVERABILITY:** If a court of competent jurisdiction declares any provision of this PO to be invalid, the other provisions and the rights and obligations of the parties remain in effect.

**18. WAIVER:** Failure of either party to enforce any provision of this PO is not a waiver or relinquishment of that party's rights to such performance in the future or to enforce any other provisions.

**19. TAX CERTIFICATION:** Contractor hereby certifies under penalty of perjury: (a) the number shown on this form is the correct Federal Employer Identification Number; (b) it is not subject to backup withholding because (i) it is exempt from backup withholding, (ii) it has not been notified by the IRS that it is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Contractor that it is no longer subject to backup withholding; and (c) it is not in violation of any Oregon tax laws.

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# SIGNATURE PAGE FOR
# PW-6730-25 PURCHASE ORDER #932789
# TRIMBLE SURVEYING EQUIPMENT
# between
# MARION COUNTY and FRONTIER PRECISION INC.

**MARION COUNTY SIGNATURES**
**BOARD OF COMMISSIONERS:**

| | |
|---|---|
| Chair | Date |
| Commissioner | Date |
| Commissioner | Date |
| Authorized Signature: DocuSigned by: Brian Nicholas 9793BA7ACD6D443... | 6/13/2025 |
| Department Director or designee | Date |
| Authorized Signature: DocuSigned by: Jan Fritz DC16351248DE4EC... | 6/13/2025 |
| Chief Administrative Officer | Date |
| Reviewed by Signature: Signed by: Scott Norris 60C98A6F708240B... | 6/13/2025 |
| Marion County Legal Counsel | Date |
| Reviewed by Signature: DocuSigned by: A3538E7AEC704F4... | 6/13/2025 |
| Marion County Contracts & Procurement | Date |

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MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** July 9, 2025

**Department:** Sheriff's Office

**Title:** DPI security, INC. Court Security Services

**Management Update/Work Session Date:** June 24, 2025 **Audio/Visual aids** ☐

**Time Required:** 5 mins **Contact:** Bethany Johnston **Phone:** x3261

**Requested Action**:

Staff request approval to purchase 2025-26 court security services for the Marion County courts against the Oregon State Price Agreement (SPA) #8349 the conforms to Marion County Public Contracting Rules section 10-0400.

**Issue, Description & Background**:

DPI, Security, Inc. is a qualified rehabilitation facility (QRF) and a nonprofit organization that provides unarmed security services for the Marion County Courts. The purchase of these services is made against the Oregon State Price Agreement (SPA) #8349.

**Financial Impacts**:

This will cover the service needed for 2025-26. For a total of $412,963.20

**Impacts to Department & External Agencies**:

Court Security Services are currently paid from: 185.70.72.732.7303.525555

**List of attachments**:

Contract Review Sheet, Board Agenda review Form, Original Contract Purchase Order, signature page, and the State Price Agreement.

**Presenter**:

Commander Jeremy Landers

**Department Head Signature:**

DocuSigned by:
Jay Bergmann
A8360599C95D420...

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# Contract Review Sheet

Purchase Order **SO-6631-25**

Title: **DPI Security Services_MCSO**

Contractor's Name: **DPI Security, Inc.**

Department: **Sheriff's Office** Contact: **Bethany Johnston**

Analyst: **Sandra Fixsen** Phone #: **(503) 589-3261**

Term - Date From: **July 1, 2025** Expires: **June 30, 2026**

Original Contract Amount: **$ 412,963.20** Previous Amendments Amount: **$ -**

Current Amendment: **$ -** New Contract Total: **$ 412,963.20** Amd% **0%**

☐ Outgoing Funds ☐ Federal Funds ☐ Reinstatement ☐ Retroactive ☐ Amendment greater than 25%

Source Selection Method: **10-0400 Cooperative** Cooperative#

Description of Services or Grant Award

DPI Security, LLC. Will provide court security services for the Marion County Courts. It will be against the Oregon State Price Agreement (SPA) #8349, which conforms to the Marion County Public Contracting Rules, Section 10-0400. Contract amount supports 6 FSO's for the one year term.

Desired BOC Session Date: **7/9/2025** Contract should be in DocuSign by: **6/18/2025**

Agenda Planning Date **6/26/2025** Printed packets due in Finance: **6/24/2025**

Management Update **6/24/2025** BOC upload / Board Session email: **6/25/2025**

BOC Session Presenter(s) Code: **Y**

**REQUIRED APPROVALS**

Finance - Contracts Date

Contract Specialist Date

Legal Counsel Date

Chief Administrative Officer Date

Docusign Envelope ID: 0429167E-8D99-4333-A0AF-721968971087

# REQUEST FOR AUTHORIZATION OF CONTRACT
# SO-6631-25

**Date:** June 11, 2025
**To:** Chief Administrative Officer
**Cc:** Contract File
**From:** Bethany Johnston

**I. Subject:** Retroactive

The Marion County Sheriff's Office is requesting approval of a retroactive contract as described in Section 10-0580 of the Marion County Public Contracting Rules. The contract is with DPI Security, Inc. for DPI Security Services_MCSO with a value of $412,963.20 and will be effective retroactive to 7/1/2025 upon approval.

A. BACKGROUND

The contract was originally scheduled to go to the Board of Commissioners for review on June 18th. I was notified on June 3rd that a rate change request was approved by the Oregon Department of Administrative Services.

B. As required in Section 10-0580(2)(a), Department staff will provide an explanation of why the contract was not submitted before performance began:

This Vendor is the current provider for these services.

C. As required in Section 10-0580(2)(b), Department staff will provide a description of the steps being taken to prevent similar occurrences in the future:

This rate change and the timing of the rate change are regulated by the State price agreement and the Oregon forward program.

Submitted by:

_____
Bethany Johnston
Sheriff's Office

Reviewed by:

_____
Contracts & Procurement

Acknowledged by:

_____
Department Head

Acknowledged by:

_____
Jan Fritz, CAO

Docusign Envelope ID: 0429167E-8D99-4333-A0AF-721968971087

# State Work Order Contract (WOC)

Price Agreement PO-10700-00033258 / 8349 ("Price Agreement")

**WOC #** SO-6631-25

This Work Order Contract ("WOC") **SO-6631-25** is between **Marion County Sheriff's Office** ("Authorized Purchaser") and DPI Security Inc., an Oregon non-profit and successor in interest to DePaul Industries, Inc., an Oregon non-profit ("Contractor"). This WOC is placed against the State of Oregon, Department of Administrative Services ("DAS"), Oregon Forward Program ("ORFWD"), Price Agreement PO-10700-00033258 / 8349 ("Price Agreement" or "Agreement"). The terms and conditions of the Price Agreement are hereby incorporated into this Work Order Contract.

## 1. WORK ORDER CONTRACT TERM

The "Effective Date" of the WOC is **July 1, 2025,** once it has been fully executed by each party and approved as required by applicable law. Unless extended or terminated earlier in accordance with its terms, this WOC terminates on **June 30, 2026**. The termination of this WOC will not extinguish or prejudice Authorized Purchaser's right to enforce this WOC with respect to any default by Contractor that has not been cured. Contractor and Authorized Purchaser are the parties to this WOC. DAS and the ORFWD Program are intended beneficiaries of this WOC.

## 2. WOC-SPECIFIC ABBREVIATIONS, ACRONYMS AND DEFINITIONS

General terms not specifically defined in this document are defined in ORS 65.001, ORS 279.835 through 279.855, ORS 279A.010, ORS 279A.025(4), OAR 125-055-0005 through 125-005-0045, OAR 125-246-0110, and the Price Agreement.

## 3. STATEMENT OF WORK

The Statement of Work attached as Exhibit A is hereby incorporated into this WOC by this reference.

## 4. PARTIES TO THE WORK ORDER CONTRACT

The Contact Information for the Parties for all notices and other communications relating to this Work Order Contract is set forth in Exhibit B, which is hereby incorporated into this WOC by this reference. All parties shall keep the contacts in Exhibit B – Contact Information for the Parties informed of their respective parties' current contact information.

## 5. CERTIFICATION

The individual signing on behalf of Contractor hereby certifies and swears under penalty of perjury that:

(a) the number shown on Price Agreement PO-10700-00033258 / 8349 is Contractor's correct taxpayer identification; (b) Contractor is not subject to backup withholding because: i. Contractor is exempt from backup withholding. ii. Contractor has not been notified by the IRS that Contractor is subject to backup withholding as a result of a failure to report all interest or dividends; or iii. The IRS has notified Contractor that Contractor is no longer subject to backup withholding. (c) For a period of no fewer than six calendar years preceding the Amendment Effective Date, Contractor has faithfully complied with and is not in violation of: i. All tax laws of this state, but not limited to taxes referenced in ORS 305.380(4), ORS 305.620, and ORS chapters 316, 317, and 318; and ii. Any tax provisions imposed by a political subdivision of this state that applied to Contractor, to Contractor's property, operations, receipts, or income, or to Contractor's performance of or compensation for any work performed by Contractor; and iii. Any tax provisions imposed by a political subdivision of this state that applied to Contractor, or to goods, services, or property, whether

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tangible or intangible, provided by Contractor; and iv. Any rules, regulations, charter provisions, or ordinances that implemented or enforced any of the foregoing tax laws or provisions. d. Contractor is an independent contractor as defined in ORS 670.600. e. In the event that Contractor is a general partnership or joint venture, that Contractor signature(s) on this Amendment constitute certifications to the above statements pertaining to the partnership or joint venture, as well as certifications of the above statements as to any general partner or joint venturer signing this Agreement.

**6. SIGNATURES**

**OREGON FORWARD CONTRACTOR: DPI SECURITY, INC.**

By: _____
Print Name: Larry Welty
Title: President Date: _____
FEID #: 93-4807907 OR#: 2207976-90

**AUTHORIZED PURCHASER MARION COUNTY:**

By: *See Marion County Signature Page*
Print Name: _____
Title: _____ Date: _____

**APPROVED BY DEPARTMENT OF ADMINISTRATIVE SERVICES,**

**STATE PROCUREMENT SERVICES:**

By: _____
Print Name: Darvin Pierce
Title: Oregon Forward Program Manager Date: _____

**APPROVED PURSUANT TO ORS 291.047 AND OAR 137-045-0030 BY THE OREGON DEPARTMENT OF JUSTICE:**

Approved: _____
Print Name: [_____]
Title: Assistant Attorney General Date:[_____]
Matter No. [_____.]

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**SIGNATURE PAGE FOR**
**DPI SECURITY SERVICES_MCSO - SO-6631-25**
**between**
**MARION COUNTY and DPI SECURITY, INC.**

**MARION COUNTY SIGNATURES**
**BOARD OF COMMISSIONERS:**

_____

Chair Date

_____

Commissioner Date

_____

Commissioner Date

Authorized Signature: _____
Department Director or designee Date

Authorized Signature: _____
Chief Administrative Officer Date

Reviewed by Signature: _____
Marion County Legal Counsel Date

Reviewed by Signature: _____
Marion County Contracts & Procurement Date

Docusign Envelope ID: 0429167E-8D99-4333-A0AF-721968971087

# EXHIBIT A
# STATEMENT OF WORK

## 1. INTRODUCTION

Contractor shall provide Security Services ("Services"), in accordance with Price Agreement PO-10700-00033258 / 8349, all its Attachments, Exhibits, and as outlined in this Exhibit A – Statement of Work.

## 2. LOCATION OF SERVICES

Contractor is suitable as provide Security Services as described in Price Agreement PO-10700-00033258 / 8349, all its Attachments, Exhibits, and as outlined in this Exhibit A – Statement of Work to public agencies subject to ORS 279.850(1). Contractor shall accept the Ordering Instruments for Goods and Services, per the Price Agreement Attachment D, Ordering Instrument Contract Terms and Conditions and provided as referenced on the Oregon Forward Procurement List website located at: https://ofp.dasapp.oregon.gov/.

## 3. TERMS AND CONDITIONS

Terms and conditions are defined in Price Agreement PO-10700-00033258 / 8349, all its Attachments, Exhibits, and as outlined in this Exhibit A Statement of Work.

## 4. PROJECT TITLE: MARION COUNTY COURT SECURITY

## 5. LOCATION SPECIFICS

Locations: Marion County Courthouse, located at 100 High Street NE, Salem, OR 97301, Marion County Circuit Court Annex, located at 4000 Aumsville Hwy, SE, Salem, OR 97317, and Marion County Juvenile Court, Located at 2970 Center Street, NE, Salem, OR 97301. Additional Locations as needed.

**5.1. Location Building Name:** Marion County Courthouse, Circuit Court Annex, Juvenile Court

**5.2. Location Address:**

**Marion County Courthouse**
100 High St. NE
Salem, OR 97301

**Marion County Circuit Court Annex**
4000 Aumsville Hwy, SE
Salem, OR 97317

**Marion County Juvenile Court**
2970 Center St. NE
Salem, OR 97301

5.2.1. Report To: **Sergeant Todd Moquin**

5.2.2. Contact Phone: **503-576-7229**

5.2.3. Contact Email: **tmoquin@co.marion.or.us**

## 6. CONTRACTOR'S WORK SCHEDULE

**6.1.** Services will be provided at the **Marion County Courthouse, Monday through Friday, 7:30**

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**AM to 5:00 PM**, five **(5)** days per week at eight **(8)** hours per day, to include one **(1)** 1-hour unpaid lunch break per shift.

**6.2.** **Marion County Circuit Court Annex**, **Monday through Friday, 8:00 AM to 5:00 PM**, five **(5)** days per week at eight **(8)** hours per day, to include one **(1)** 1-hour unpaid lunch break per shift.

**6.3.** **Marion County Juvenile Court, Monday through Friday, 8:00 AM to 5:00 PM**, five **(5)** days per week, at eight **(8)** hours per day, to include one **(1)** 1-hour unpaid lunch break per shift.

**6.4.** Excluding State holidays specified in ORS 187.010 and official closure days observed by Authorized Purchaser.

**6.5.** Contracted total hours allowed are **240** hours per week, not to exceed **960** hours per month. Any additional hours outside of these contracted hours must be pre-approved by Authorized Purchaser Manager (see Exhibit B) requesting additional hours, or for Services on State holidays specified in ORS 187.010 and official closure days observed by Authorized Purchaser (https://www.courts.oregon.gov/courts/marion/pages/default.aspx).

## 7. WORK ORDER CONTRACT SERVICES

Following are the Security Services to be provided by Contractor.

| DESCRIPTION | UNIT PRICE | MONTHLY PRICE |
|---|---|---|
| **Position Name (**See Attachment A – Statement of Work**)**: Facility Entrance Screening Officer (FSO)<br><br>**Regular Hours:** 8 hours per day, 40 hours per week, Monday through Friday<br><br>8 hours per day x $33.09 (unit price) = $264.72 (daily price)<br>$264.72 daily price x 5 = $1,323.60 (weekly price)<br>$1,323.60 (weekly price) x 4 (weeks) = $5,294.4 x 8 (months) = $42,355.20<br>$1,323.60 (monthly price) x 5 (weeks) = $6,618 x 4 (months) = $26,472.00<br>**$68,827.20 (annual price) per FSO x (6) FSO = $412,963.20**<br>$68,827.20/12= $5,735.60 | **$33.09** | $5,735.60 |
| **TOTAL WOC PRICE** | **$412,963.20** | |

## 8. DUTIES/SERVICES

Duties to be provided as follows, including the "Post Orders" listed below that shall be posted at the location and in the area where the Security Officer(s) will be providing Services. Contractor shall assist with determining the correct level of Security Officer per the Public Agency completed WOC Exhibit A - Statement of Work.

**8.1.** Service Expectations ("Post Orders") The Contractor will not use any person to perform any screening function unless that person has a current certification for unarmed security through the Department of Public Safety Standards and Training (DPSST) and the Private Security Professional Code of Ethics. Fulfilling the necessary twelve (12) hours of training mandated by the State of Oregon. Complete all initial, recurrent, and appropriate specialized training requirements by the Contractor's security program. Contractor will provide a well-supervised, fully trained, and competent force at all times to perform the Services in a timely and efficient manner. Failure to provide the necessary oversight and supervision will constitute a material breach of the Contract and may result in termination of this agreement or the Work Order Contract.

**8.2. Facility Screening Officer Requirements:**

8.2.1. Ability to read, write, and communicate verbally in English;

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8.2.2. Ability to hear and respond to spoken voice and audible alarms generated by the screening equipment;

8.2.3. Basic aptitudes and physical abilities, including color perception, visual and aural acuity, physical coordination, and motor skills, to the following standards:

8.2.4. Ability to stand, sit, or walk for an extended period up to eight (8) hours per day on all types of ground flooring;

8.2.5. Ability to climb stairs;

8.2.6. Ability to perform occasional bending, stooping, twisting, and reaching;

8.2.7. Have a basic working knowledge of math;

8.2.8. Ability to convey and receive detailed or important instructions or information;

8.2.9. Ability to work in weather conditions, including extreme heat, cold, and moisture;

8.2.10. Ability to work flexible hours;

8.2.11. Ability to respond to Emergencies quickly and appropriately;

8.2.12. Ability to use the telephone without the use of TDD;

8.2.13. Have manual dexterity for operations of keyboard and/or ten-key;

8.2.14. Maintain a well-groomed appearance and comply with dress standards;

8.2.15. Maintain confidentiality.

8.2.16. Ability to perform physical searches or other related operations, must be able to manipulate and handle any baggage, containers, and other objects subject to the screening process efficiently and thoroughly.

**8.3.** Contractor will take all necessary steps to assure that the Facility Entrance Security Screening Officer (FSO) assigned to the County is professionally and personally reliable, of reputable background and sound character, and meets the training and experience requirements stipulated herein. The Contractor has the responsibility to ensure that all FSO's continue to meet the standards of suitability, conduct, and work performance.

**8.4.** **Background**: Contractor will conduct a background investigation on all employees to be utilized in the performance of the contract. The Contractor shall establish a verification by requiring that an employee, as a condition of employment, apply for and receive a criminal history check from the Oregon State Police (OSP), will submit a list to include the name, address, and date of birth of the qualified FSO to the County seven (7) days prior to the placement of personnel. All replacement personnel will be subject to the same criteria. Marion County reserves the right to conduct its background investigation.

**8.5.** The contractor will ensure that prospective personnel meet or exceed the minimum background investigation requirements. Minimum background investigation to include Felony Convictions, Misdemeanor convictions, Illegal conduct, Mental health disorders, and Prior Work history.

**8.6.** No FSO's will assume duties unless they have been in a nonworking status for a minimum of eight (8) hours prior to reporting for duty. No FSO's will be authorized to leave their station during their shift except for those specific periods to take breaks or lunch or rotate station duty. Contractor will coordinate and schedule so that screening levels are maintained during breaks and lunch periods.

**8.7.** Contractor will provide all management, supervision, manpower, materials, supplies, and equipment specified and will plan, schedule, coordinate, and assure the effective performance of security services at locations specified.

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**8.8. Quality Control:** The Contractor will conduct Periodic Red Team Drills, and the results will be communicated to the Judicial Security Unit Supervisor/ AUTHORIZED PURCHASER ONSITE CONTACT. The Judicial Security Unit will also perform periodic Red Team Drills, and the results will be shared with Contractor. A minimum standard must be established (based on current industry standards), and the Contractor shall immediately correct poor performance with remedial training. If remedial training is ineffective, the Contractor shall remove and replace the FSO as necessary.

**8.9.** Operate and enforce a system of entrance control, which will include the operation of screening equipment and the checking of handbags, packages, baby carriages, wheelchairs, etc., to detect weapons or contraband. Items confiscated will be turned over to the County and a report filed. Prosecution may result.

**8.10.** If any non-allowable objects are discovered during the screening process the object shall be voluntarily surrendered or access to the building will be denied. Surrendered objects will not be stored for or returned to the person surrendering them.

**8.11.** Will only perform the duties of one (1) basic screening function as assigned. The two (2) basic screening functions are the screening of hand-carried items (X-ray and physical search) and the screening of persons (walk-through or hand-held metal detector and pat-down. For Example, an X-ray operator may read the screen and conduct physical inspections of hand-carried items but may not simultaneously be assigned to monitor the walk-through metal detector, conduct hand-held metal detector screening, or control unauthorized access to the complex. Conversely, the screener assigned to monitor the walkthrough metal detector may also conduct secondary handheld metal detector screening but may not be simultaneously assigned to read the X-ray screen, conduct secondary physical inspections of hand-carried items, or control unauthorized access to the complex.

**8.12.** During peak periods of checkpoint screening activity, efficient screening may necessitate a staffing level that exceeds the minimum. Such control may be provided by additional FSOs posted at the point of access. The Contractor is responsible for ensuring that efficient screening is maintained. During non-peak periods, staffing levels may be reduced with Judicial Security Unit Supervisor approval.

**8.13.** If any explosive, deadly, or dangerous weapon is found during the screening process, screening personnel shall immediately suppress the red stop button on the x-ray machine and notify the Court Security deputy or the Judicial Security Unit Supervisor supporting the screening point involved, as appropriate. Do not touch or remove the object.

**8.14.** The County reserves the right to reject a Facility Screening Officer assigned under the terms and conditions of this contract.

**8.15.** The County reserves the right to change the operations of this contract to meet the changing security concerns or needs. Any changes in standard operations will be discussed with the Contractor prior to any changes.

**8.16. Equipment**: The County will furnish X-ray machines, magnetometers, hand-held metal detectors, and radios.

**8.17.** Under no circumstances will any items/equipment from their duty station or the Court premises be removed, unless specifically authorized to do so by the County. FSOs must use County equipment and may not substitute in place of that equipment, personal property, or Contractor property without authorization by the County. Any FSO who violates this provision will be reported to the Contractor and may be subject to immediate removal from duty, disciplinary action, and/or possible dismissal from the FSO program. This action is in addition to any remedies available to the County, including, but not limited to, the penalties for theft of property.

**8.18. Screening:** All persons desiring to pass beyond the screening points must undergo screening. Screening of persons is normally accomplished with metal detectors. Individuals are not permitted to

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retain and hand-carry items in their possession during screening other than articles of clothing and very small or thin objects such as ID badges or passes. All indications of unaccounted for metal on an individual's person must be satisfactorily resolved. Only upon satisfactory completion of screening and inspection of hand-carried items may the individual be permitted to pass beyond the screening points.

**8.19.** If the person alarms the metal detection device, a determination must be made that the cause of the alarm is not a weapon or a dangerous object. This can be accomplished by a hand-held metal detector or by asking the individual to remove extraneous metal from their person and pass through the walk-through detector.

**8.20.** Every person has the option to refuse screening. A person who refuses to be screened will be denied passage beyond the screening points. The Court Security Deputy will be notified of any persons refusing to permit inspection.

**8.21.** FSO will be responsible for alerting a Law Enforcement Officer (LEO) and detaining any person attempting to gain unauthorized access. After detaining a person, that person will be turned over to the LEO.

**8.22.** All carry items passing through the screening points shall be screened. The inspection should be thorough but not unreasonable. If a person refuses to have hand-carried items scanned, they must be adequately inspected to reasonably ascertain that such items are not being used to conceal nefarious items. Should a person refuse to permit inspection of hand-carried items, such items shall not be allowed to pass the screening points.

**8.23. Screening of Disabled Persons:** Persons on crutches, in wheelchairs, stretchers, wearing prosthetic aids, or any other condition that would preclude the use of a regular screening process, maybe privately screened or consent to a search either a handheld metal detector or a physical search or a combination of both, to assure no nefarious objects are about the person being screened. The person shall then be escorted through or around the screening point. Hand-carried items shall still be screened in the normal process.

**8.24. Overtime:** Contractor will schedule their employees so that, in normal circumstances, overtime will not be worked or scheduled. If a request for after-hours services is needed, the Contractor shall obtain prior approval from the Authorized Purchasing Contract Administrator to obtain overtime approval. Overtime will need to be scheduled in advance.

**8.25.** When an FSO is unavailable to work their shift, the contractor is reasonable in assigning individuals who will fully meet the requirements.

**8.26.** FSO who are scheduled to work at the listed locations will report ¼ of an hour before each shift to check and calibrate equipment, along with preparing checkpoint operations.

**8.27.** In the event of an emergency situation (including but not limited to water leakage, broken locks, broken or cracked windows, torn rugs or carpets, and possible fire hazards) involving Authorized Purchaser locations, the contractor shall immediately report the situation to the Authorized Purchaser Contact. In case the Authorized Purchaser Contacts are absent, Contractor shall contact any other Authorized Purchaser personnel. Contractor shall follow up with a submittal of a written report to the Authorized Purchaser Contact whenever the above occurrence, malfunction, or property damage is noted.

**8.28.** County requires the Contractor to maintain a daily logbook that will report any incidents or unlawful acts that occurred. The Contractor will provide all incident reports to the Sheriff's Office. Reports will be typewritten and available electronically in MS Word or Excel formatting. All confiscated items will be categorized, counted, and turned over, along with a written report of items, to the Judicial Security Unit (JSU) supervisor monthly. Logbooks will be available for inspection at any time.

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## 9. STATE PREMISES

Contractor and Contractor staff shall comply with all policies, rules, procedures, and regulations established by Authorized Purchaser and the State for access to and activities in and around premises controlled by Authorized Purchaser or any other agency of the State.

## 10. COMPENSATION

### 10.1. Method of Payment

10.1.1. Authorized Purchaser will pay Contractor for the actual Services performed under this WOC according to the Price amount(s) established in this WOC on a monthly basis in accordance with Section 6. Contractor's Work Schedule, Section 7. Work Order Contract Services, and ORS 279.845(1)(a)v. The Price amount(s) include(s) all labor prices, overhead, profit, and may include expenses (if travel or other expenses are approved). The Price amount(s) must not include any unallowable indirect or direct Prices, including travel, which must be based on the allowable travel, and lodging rates identified in this Exhibit A – Statement of Work.

10.1.2. The Price amounts are subject to the Price Agreement and ORS 279.845(1)(a).

10.1.3. Contractor shall complete all Services as defined in this WOC. If the applicable compensation is exhausted, but Services are not complete, Contractor shall complete the Services to Authorized Purchaser's satisfaction without additional compensation.

10.1.4. Contractor acknowledges and agrees that the Total WOC Price (see this Exhibit A Statement of Work, Section 7 Work Order Contract Services, and ORS 279.845(1)(a) or Price is only due and payable for work authorized by Authorized Purchaser and satisfactorily completed by Contractor.

### 10.2. Payment Options

10.2.1. Payments will occur only after Authorized Purchaser has determined that Contractor has completed, and Authorized Purchaser has accepted, the required Services for which payment is sought via a properly submitted and correct invoice.

10.2.2. Authorized Purchaser will pay Contractor amounts due under this WOC based on Contractor's monthly invoices, up to this WOC's Total WOC Price (see this Exhibit A Statement of Work, Section 7 Work Order Contract Services, and ORS 279.845(1)(a)) or Price amount, upon Authorized Purchaser's acceptance and approval of all Services required under this WOC.

### 10.3. Travel

10.3.1. The Price amount(s) in this WOC includes all travel, lodging, per diem, and mileage expenses. Authorized Purchaser will not reimburse Contractor separately for travel related prices.

### 10.4. Invoicing

10.4.1. Contractor shall prepare invoice(s) and submit invoices electronically via email to the following address.

- Authorized Purchaser / Agency Name: Marion County Sheriff's Office
- Attn: Bethany Johnston
- Street Address: PO Box 14500
- City, State, Zip: Salem, OR 97309
- Phone: (503) 589-3261

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- Email (generic email): SO-Contracts@co.marion.or.us

10.4.2. Each invoice must state:

- Price Agreement Number: PO-10700-00033258 (8349)
- The WOC number: SO-6631-25
- Authorized Purchaser Internal Reference Number: SO-6631-25
- A detailed description of Services performed.
- Dates Services were performed.
- Rate or rates for Services performed.
- The total amount due.
- The remit to payment address.

**10.5. Payment Terms**

10.5.1. Contractor shall submit an invoice requesting payment for the full Price amount.

10.5.2. If Contractor fails to present invoices in proper form within 60 calendar days after the end of the month in which Services were rendered, Contractor waives any rights to present such invoice thereafter and to receive payment therefor.

10.5.3. Payment will be made to Contractor no later than 45 calendar days from receipt of invoice completed in conformance with all contractual requirements.

10.5.4. Authorized Purchaser will endeavor to notify Contractor within ten business days of receipt of invoice regarding any necessary revisions or corrections to the invoice.

10.5.5. If revisions are necessary, payment will be made no later than 45 calendar days from receipt of the revised invoice.

10.5.6. Any overdue payments or any interest on overdue payments to Contractor by Authorized Purchaser for an approved invoice are subject to ORS 293.462.

**10.6. Payment Reduction**

10.6.1. In the event Authorized Purchaser discovers an issue with any invoice, Authorized Purchaser may send Contractor a written dispute of the invoice, detailing the issues.

10.6.2. Authorized Purchaser, may reduce the payment for Services by:

10.6.2.1. Withholding the inaccurate or improper amounts from the current or future payment to Contractor, or

10.6.2.2. May use any other means to seek recovery of already paid but improperly calculated amounts.

## 11. DEFICIENCY; CORRECTIVE WORK

**11.1.** If Authorized Purchaser, in its sole discretion, determines that the Services were deficiently performed based on this WOC Exhibit A: Statement of Work, Authorized Purchaser shall notify Contractor in writing of the deficiency.

**11.2.** Within seven business days (unless a different timeframe is agreed to by the parties) of receipt of the deficiency notification, Contractor shall respond to Authorized Purchaser outlining how the deficiency shall be corrected.

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**11.3.** Contractor shall correct any deficiencies in the Services to Authorized Purchaser's satisfaction without further compensation.

**11.4.** If resolution is not achieved, Authorized Purchaser may withhold other payments until deficiencies have been corrected to the standard of care for such Services.

**11.5.** Authorized Purchaser shall not unreasonably withhold payment.

## 12. INSURANCE

Insurance is established in the Price Agreement 8349/ PO-10700-00033258, Attachment C – Insurance.

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# EXHIBIT B
# CONTACT INFORMATION FOR THE PARTIES

Email addresses in this Attachment are provided for purpose of notice and communication.

| | |
|---|---|
| **CONTRACTOR CONTRACT ADMINISTRATOR**<br>Company Name: DPI Security, Inc.<br>Person Name: Larry Welty<br>Title: President Security Services<br>Address 4950 NE Martin Luther King Jr Blvd<br>City State Zip: Portland, OR 97211<br>Phone: 503-519-3474<br>Cell: 503-519-3474; Fax: 503-284-0718<br>Email: lwelty@dpisecurity.com | **AUTHORIZED PURCHASER CONTRACT ADMINISTRATOR**<br>Agency Name: Marion County Sheriff's Office<br>Person Name: Jeremy Landers<br>Title: Operations Commander<br>Address Street: 100 High Street NE<br>City State Zip: Salem, OR 97301<br>Phone: 503-588-7915<br>Email: JLanders@co.marion.or.us |
| **CONTRACTOR CONTACT**<br>Company Name: DPI Security, Inc.<br>Person Name: Bill Traughber<br>Title: Vice President of Business Development<br>Address: 4950 NE Martin Luther King Jr. Blvd.<br>City State Zip: Portland, OR 97211<br>Phone: 503-331-3816<br>Cell: 360-608-1374; Fax: 503-284-0548<br>Email: btraughber@dpisecurity.com | **AUTHORIZED PURCHASER MANAGER**<br>Agency Name: Marion County Sheriff's Office<br>Person Name: Sherrie Hickam<br>Title: Administrative Service Manager<br>Address Street: 100 High Street NE<br>City State Zip: Salem, OR 97301<br>Phone: 503-589-3275<br>Email: SHickam@co.marion.or.us |
| **CONTRACTOR REPRESENTATIVE**<br>Company Name: DPI Security, Inc.<br>Location: **EUGENE AREA CONTACT**<br>Address Street: 101 East Broadway, Suite 300<br>City State Zip: Eugene, OR 97401<br>Phone: 971-865-1353; Fax: 541-225-5203<br>Email: DPI Security, Inc. – Eugene | **AUTHORIZED PURCHASER ONSITE CONTACT**<br>Agency Name: Marion County Sheriff's Office<br>Person Name: Todd Moquin<br>Title: Judicial Security Unit Sergeant<br>Address Street: 100 High Street NE<br>City State Zip: Salem, OR, 97301<br>Phone: 503-576-7229<br>Cell: 503-932-4256<br>Email: Tmoquin@co.marion.or.us |
| **CONTRACTOR SERVICE REPRESENTATIVE**<br>Company Name: DPI Security, Inc.<br>Location: **PORTLAND AREA CONTACT**<br>Address: 4950 NE Martin Luther King Jr. Blvd.<br>City State Zip: Portland, OR 97211<br>Phone: 503-281-1289; Fax: 503-284-0548<br>Email: DPI Security, Inc. - Portland | **AUTHORIZED PURCHASER ACCOUNTS PAYABLE**<br>Agency Name: Marion County Sheriff's Office<br>Person Name: Liliana Estrada<br>Title: Accounting Specialist<br>Address Street: 100 High Street NE<br>City State Zip: Salem, OR 97301<br>Phone: 503-373-4472<br>Email: Eestradadiaz@co.maion.or.us |
| **CONTRACTOR SERVICE REPRESENTATIVE**<br>Company Name: DPI Security, Inc.<br>Location: **SALEM AREA CONTACT**<br>Address Street: 2235 Mission St. SE, Suite 100<br>City State Zip: Salem, OR 97302<br>Phone: 503-943-0039, Fax: 503-856-9848<br>Email: DPI Security Inc. - Salem | AUTHORIZED PURCHASER CONTACT<br>Agency Name: Marion County Sheriff's Office<br>Person Name: Bethany Johnston<br>Title: Management Analyst<br>Address Street: 100 High Street NE<br>City State Zip: Salem, OR 97301<br>Phone: 503-589-3261<br>Email: Btjohnston@co.marion.or.us |
| **CONTRACTOR ACCOUNTS RECEIVABLE**<br>Company Name: DPI Security, Inc./DePaul Industries<br>Person Name: Emily Pass<br>Title: Accounting Specialist<br>Address Street: 4950 N.E. Martin Luther King Jr. Blvd<br>City State Zip: Portland, OR 97211<br>Phone: 503-331-3818<br>Fax: 503-284-0718<br>Email: epass@thedpigroup.com | |

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|---|---|
| **CONTRACTOR ACCOUNTS RECEIVABLE**<br>Assignee for DPI Security, Inc.<br>PO Box 53146, Dept. 1043, Seattle WA 98124-5146<br>Wells Fargo Bank, N.A., 420 Montgomery Street, San Francisco, CA 94104<br>ABA#: 121000248 / Account #: 4797666153<br>For further credit to: DePaul Industries Inc. / DPI Security, Inc. | |
| **OREGON FORWARD PROGRAM**<br>Person Name: Darvin Pierce<br>Title: Program Coordinator<br>Address Street: 1225 Ferry St SE, Suite U140<br>City State Zip: Salem OR 97301-4285<br>Phone: 971-718-6212<br>Email: Darvin.Pierce@das.oregon.gov | **OREGON FORWARD PROGRAM**<br>Person Name: Rena Montes<br>Title: Program Price Agreement and Contract Manager<br>Address Street: 1225 Ferry St SE, Suite U140<br>City State Zip: Salem OR 97301-4285<br>Phone: 503-507-1246<br>Email: Rena.Montes@das.oregon.gov |

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MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** Wednesday, July 9, 2025

**Department:** Sheriff's Office

**Title:** Oregon State Marine Board Patrol Services Agreement 2025-27

**Management Update/Work Session Date:** Tuesday, June 24, 2025 **Audio/Visual aids** ☐

**Time Required:** 5 minutes **Contact:** Kristy Witherell **Phone:** x4402

**Requested Action**:

Staff is requesting that the board consider approval of the incoming funds Intergovernmental Agreement with the Oregon State Marine Board (OSMB) in the amount of $304,395.00 for Marion County Sheriff's Office (MCSO) to provide law enforcement services related to recreational boating in Oregon through June 30, 2027.

**Issue, Description & Background**:

For more than 25 years, MCSO has partnered with OSMB to provide law enforcement services related to recreational boating on Oregon waterways. This year, the OSMB has reduced the county's budget by 30 percent and added responsibility for the Willamette River during the summer months, which was previously Polk County's responsibility. The reduction in funding and added responsibility of new waterways has put a strain on the Marine Patrol Program. The new budget will fund approximately 1,765 hours a year, which will result in a 315 hour-a-year shortfall for a full-time deputy position. This shortfall will cause coverage gaps, fewer patrol hours, reduced community engagement, and slower response times.

**Financial Impacts**:

Oregon State Marine Board will provide $304,395.00 through June 30, 2027. Year one and two are both $152,197.50.

**Impacts to Department & External Agencies**:

The 30 percent decrease in funding will affect community safety on the waterways.

**List of attachments**:

Agenda Review Form, CRS, Agreement, Exhibit B

**Presenter**:

Commander Bernards, Lieutenant Wilkinson

**Department Head Signature:**

DocuSigned by:
Jay Bergmann
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# Contract Review Sheet

Intergovernmental Agreement **SO-6732-25**

Title: **2025-27 Marine Law Enforcement Contract**

Contractor's Name: **Oregon State Marine Board**

Department: **Sheriff's Office** Contact: **Kristy Witherell**

Analyst: **Sandra Fixsen** Phone #: **(503) 373-4402**

Term - Date From: **July 1, 2025** Expires: **June 30, 2027**

Original Contract Amount: **$ 304,395.00** Previous Amendments Amount: **$ -**

Current Amendment: **$ -** New Contract Total: **$ 304,395.00** Amd% **0%**

**Incoming Funds** ☐ Federal Funds ☐ Reinstatement ☐ Retroactive ☐ Amendment greater than 25%

Source Selection Method: **ORS190 Intergovernmental Agreement**

Description of Services or Grant Award

Marion County Sheriff's Office shall provide law enforcement services related to recreational boating in Oregon. Oregon State Marine Board provides funding to for these services, but does not full fund the Marion County Marine Program. **The total amount of this agreement is $304,395.00 through June 30, 2027.**

Desired BOC Session Date: **7/9/2025** Contract should be in DocuSign by: **6/18/2025**

Agenda Planning Date **6/26/2025** Printed packets due in Finance: **6/24/2025**

Management Update **6/24/2025** BOC upload / Board Session email: **6/25/2025**

BOC Session Presenter(s) **Commander Bernards and Lieutenant Wilkinson** Code: **Y**

**REQUIRED APPROVALS**

Finance - Contracts Date

Contract Specialist Date

Legal Counsel Date

Chief Administrative Officer Date

# INTERGOVERNMENTAL AGREEMENT

## Agreement No. 250-2527MARION-000

This Agreement is between the State of Oregon acting by and through its State Marine Board ("OSMB") and Marion County ("County"), each a "Party" and, together, the "Parties".

## SECTION 1: AUTHORITY

This Agreement is authorized by ORS 190.110 and ORS 830.110.

## SECTION 2: PURPOSE

The purpose of this Agreement is to provide funding to the County to conduct enforcement related to recreational boating in Oregon. Specific activities and assessments are detailed in "Exhibit A" attached hereto and by this reference made a part hereof.

## SECTION 3: EFFECTIVE DATE AND DURATION

This Agreement is effective on July 1, 2025, or the date of the last signature, whichever occurs last) ("Effective Date"), and terminates on June 30, 2027, unless terminated earlier in accordance with Section 17.

## SECTION 4: AUTHORIZED REPRESENTATIVES

**4.1** OSMB's Authorized Representative is:

Brian Paulsen
435 Commercial Street NE Suite 400, Salem OR 97301
503-378-2610
brian.paulsen@boat.oregon.gov

**4.2** County's Authorized Representative is:

Sheriff Nick Hunter
Marion County Sheriff's Office
PO Box 14500 Salem, OR 97309
503-588-5094
NHunter@co.marion.or.us

**4.3** A Party may designate a new Authorized Representative by written notice to the other Party.

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# SECTION 5: RESPONSIBILITIES OF EACH PARTY

**5.1** County shall perform the work set forth on Exhibit A, attached hereto and incorporated herein by this reference.

**5.2** OSMB shall pay County as described in Section 7.

# SECTION 6: BOAT OWNERSHIP

**6.1** The ownership of any boat purchased by the County during the term of this agreement shall be vested with the County regardless of funding source, subject to Section 6.2 and Section 29.

**6.2** During the term of this agreement and for the useful life of the boat or major piece of equipment, the County agrees to maintain in good working condition any boat or major piece of equipment purchased in whole or in part by the County with funds received from OSMB, pursuant to this agreement and prior agreements between County and OSMB. Preventative maintenance schedules for boats and trailers will be established and adhered to. Further, upon the trade-in or sale of a boat or major piece of equipment purchased, in whole or part, with funds received pursuant to this agreement, County shall apply any proceeds from the trade-in or sale to law enforcement activities approved by OSMB, with such approval not to be unreasonably withheld. Notwithstanding Section 29, upon default of this Agreement or notice from OSMB to County of the termination of funding described in ORS 830.140 or under Section 19 Nonappropriation, all boats and major pieces of equipment purchased, in whole or in part, with funds received pursuant to this agreement or previous agreement between the OSMB and County, shall be returned to the OSMB for reassignment if OSMB requests that the boat or major pieces of equipment be returned to OSMB. Upon OSMB's request, County agrees to permit the transfer of a boat purchased, in whole or part, with funds received pursuant to this agreement to another county.

# SECTION 7: COMPENSATION AND PAYMENT TERMS

**7.1** OSMB shall, upon receipt and approval of expenditure documentation, pay to the County an amount not to exceed the following amounts for the agreement term

| | |
|---|---|
| Year 1 (i.e. July 1, 2025, through June 30, 2026) | $105,206.00 + $46,991.50 for Willamette River Safety Patrols |
| Year 2 (i.e. July 1, 2026, through June 30, 2027) | $105,206.00 + $46,991.50 for Willamette River Safety Patrols |

**7.2** Payment requests (i.e., quarterly, as provided in Exhibit A. section J.) shall be only for

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authorized services provided by the County pursuant to this agreement and for costs actually incurred by the County in conjunction with such services (including salaries/benefits, supplies or purchases of boats/equipment). At OSMB's discretion, federal funds may be used for payment.

**7.3** County shall be responsible for providing employment-related benefits and deductions that are required by law, including but not limited to federal and state income tax deductions, workers' compensation coverage, and contributions to the Public Employees Retirement System.

This agreement is subject to all applicable federal Assurances specified in Exhibit C attached hereto and by this reference made a part hereof. If applicable, County shall provide the OSMB its Annual Comprehensive Financial Report as required in the Single Audit Act of 1984, 31U.S.C. §§7501-7507 (1994) as amended by Pub.L. 104-156,§§ 1-3, 110 Stat. 1397 (1996). At the end of each fiscal year during the term of this agreement, the County has the duty to request the amount of federal pass-through dollars included in the payments made by the OSMB to the County during that fiscal year.

## SECTION 8: CONDITION OF PERFORMANCE

In accordance with 44 CFR 13.36(i), the OSMB's performance is conditioned upon the County's compliance with federal, state and local laws and regulations, including but not limited to, the following:

**8.1** County shall comply and, if applicable, require a subcontractor to comply, with the applicable audit requirements and responsibilities set forth in 2 CFR Part 200, e.g., Financial and Performance Reports shall contain the certification, signed by an official who has authority to legally bind the Grantee, which reads as described by 2 CFR 200.415(a).

**8.2** The applicable Code of Federal Regulations (CFR) sections and OMB Circulars governing expenditure of federal funds. County shall ensure any organization to which funds are passed comply with CFR and OMB requirements

**8.3** All applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection County regulations (40 CFR part 15).

**8.4** Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub.L. 94-163, 89 Stat. 871).

**8.5** The Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR Part 3).

**8.6** The Davis-Bacon Act (40 U.S.C. 276a to 276a -7) as supplemented by Department of Labor regulations (29 CFR Part 5).

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**8.7** Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor regulations (29 CFR Part 5).

## SECTION 9: REPRESENTATIONS AND WARRANTIES

County represents and warrants to OSMB that:

**9.1** County is a county, duly organized and validly existing. County has the power and authority to enter into and perform this Agreement;

**9.2** The making and performance by County of this Agreement (a) have been duly authorized by County, (b) do not and will not violate any provision of any applicable law, rule, regulation, or order of any court, regulatory commission, board, or other administrative agency or any provision of County's charter or other organizational document and (c) do not and will not result in the breach of, or constitute a default or require any consent under any other agreement or instrument to which County is party or by which County may be bound or affected. No authorization, consent, license, approval of, or filing or registration with or notification to any governmental body or regulatory or supervisory authority is required for the execution, delivery or performance by County of this Agreement, other than those that have already been obtained;

**9.3** This Agreement has been duly executed and delivered by County and constitutes a legal, valid and binding obligation of County enforceable in accordance with its terms;

**9.4** County has the skill and knowledge possessed by well-informed members of the industry, trade or profession most closely involved in providing the services under this Agreement, and County will apply that skill and knowledge with care and diligence to perform its obligations under this Agreement in a professional manner and in accordance with the highest standards prevalent in the related industry, trade or profession; and

**9.5** County shall, at all times during the term of this Agreement, be qualified, professionally competent, and duly licensed to perform its obligations under this Agreement.

The representations and warranties set forth in this section are in addition to, and not in lieu of, any other representations or warranties provided by County.

## SECTION 10: GOVERNING LAW, CONSENT TO JURISDICTION

This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively "Claim") between OSMB or any other agency or department of the State of Oregon, or both, and County that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Marion County for the State of Oregon; provided, however, if a Claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event shall this Section be construed as a waiver by the State of Oregon

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of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, to or from any Claim or from the jurisdiction of any court. COUNTY, BY EXECUTION OF THIS AGREEMENT, HEREBY CONSENTS TO THE IN PERSONAM JURISDICTION OF SAID COURTS.

## SECTION 11: CONTRIBUTION

**11.1** If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 (a "Third Party Claim") against a Party (the "Notified Party") with respect to which the other Party (the "Other Party") may have liability, the Notified Party shall promptly notify the Other Party in writing of the Third Party Claim and deliver to the Other Party, along with the written notice, a copy of the claim, process and all legal pleadings with respect to the Third Party Claim that have been received by the Notified Party. Each Party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by the Other Party of the notice and copies required in this Section and a meaningful opportunity for the Other Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to the Other Party's contribution obligation under this Section 10 with respect to the Third Party Claim.

**11.2** With respect to a Third Party Claim for which OSMB is jointly liable with County (or would be if joined in the Third Party Claim ), OSMB shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by County in such proportion as is appropriate to reflect the relative fault of OSMB on the one hand and of County on the other hand in connection with the events that resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of OSMB on the one hand and of County on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. OSMB's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if the State had sole liability in the proceeding.

**11.3** With respect to a Third Party Claim for which County is jointly liable with OSMB (or would be if joined in the Third Party Claim), County shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by OSMB in such proportion as is appropriate to reflect the relative fault of County on the one hand and of OSMB on the other hand in connection with the events that resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of County on the one hand and of OSMB on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or

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settlement amounts. County's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if it had sole liability in the proceeding.

## SECTION 12: COUNTY DEFAULT

County will be in default under this Agreement upon the occurrence of any of the following events:

**12.1** County fails to perform, observe or discharge any of its covenants, agreements or obligations under this Agreement;

**12.2** Any representation, warranty or statement made by County in this Agreement or in any documents or reports relied upon by OSMB to measure the delivery of services, the expenditure of funds or the performance by County is untrue in any material respect when made;

**12.3** County (a) applies for or consents to the appointment of, or taking of possession by, a receiver, custodian, trustee, or liquidator of itself or all of its property, (b) admits in writing its inability, or is generally unable, to pay its debts as they become due, (c) makes a general assignment for the benefit of its creditors, (d) is adjudicated as bankrupt or insolvent, (e) commences a voluntary case under the Federal Bankruptcy Code (as now or hereafter in effect), (f) files a petition seeking to take advantage of any other law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, (g) fails to controvert in a timely and appropriate manner, or acquiesces in writing to, any petition filed against it in an involuntary case under the Bankruptcy Code, or (h) takes any action for the purpose of effecting any of the foregoing; or

**12.4** A proceeding or case is commenced, without the application or consent of County, in any court of competent jurisdiction, seeking (a) the liquidation, dissolution or winding-up, or the composition or readjustment of debts of County, (b) the appointment of a trustee, receiver, custodian, liquidator, or the like of County or of all or any substantial part of its assets, or (c) similar relief in respect to County under any law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, and such proceeding or case continues undismissed, or an order, judgment, or decree approving or ordering any of the foregoing is entered and continues unstayed and in effect for a period of sixty consecutive days, or an order for relief against County is entered in an involuntary case under the Federal Bankruptcy Code (as now or hereafter in effect).

## SECTION 13: OSMB DEFAULT

OSMB will be in default under this Agreement if OSMB fails to perform, observe or discharge any of its covenants, agreements, or obligations under this Agreement.

## SECTION 14: REMEDIES

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**14.1** In the event County is in default under Section 12, OSMB may, at its option, pursue any or all of the remedies available to it under this Agreement and at law or in equity, including, but not limited to: (a) termination of this Agreement under Section 17, (b) reducing or withholding payment for work or Work Product that County has failed to deliver within any scheduled completion dates or has performed inadequately or defectively, (c) requiring County to perform, at County's expense, additional work necessary to satisfy its performance obligations or meet performance standards under this Agreement, (d) initiation of an action or proceeding for damages, specific performance, or declaratory or injunctive relief, or (e) exercise of its right of recovery of overpayments under Section 15 of this Agreement or setoff, or both. These remedies are cumulative to the extent the remedies are not inconsistent, and OSMB may pursue any remedy or remedies singly, collectively, successively or in any order whatsoever.

**14.2** In the event OSMB is in default under Section 12 and whether or not County elects to exercise its right to terminate this Agreement under Section 17.3.3, or in the event OSMB terminates this Agreement under Sections 17.2.1, 17.2.2, 17.2.3, or 17.2.5, County's sole monetary remedy will be (a) for work compensable at a stated rate, a claim for unpaid invoices for work completed and accepted by OSMB, for work completed and accepted by OSMB within any limits set forth in this Agreement but not yet invoiced, for authorized expenses incurred, and for interest within the limits of ORS 293.462, less any claims OSMB has against County, and (b) for deliverable-based work, a claim for the sum designated for completing the deliverable multiplied by the percentage of work completed on the deliverable and accepted by OSMB, for authorized expenses incurred, and for interest within the limits of ORS 293.462, less previous amounts paid for the deliverable and any claims that OSMB has against County. In no event will OSMB be liable to County for any expenses related to termination of this Agreement or for anticipated profits. If previous amounts paid to County exceed the amount due to County under this Section 14.2, County shall promptly pay any excess to OSMB.

## SECTION 15: RECOVERY OF OVERPAYMENTS

If payments to County under this Agreement, or any other agreement between OSMB and County, exceed the amount to which County is entitled, OSMB may, after notifying County in writing, withhold from payments due County under this Agreement, such amounts, over such periods of times, as are necessary to recover the amount of the overpayment.

## SECTION 16: LIMITATION OF LIABILITY

EXCEPT FOR LIABILITY ARISING UNDER OR RELATED TO SECTION 11, NEITHER PARTY WILL BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL , OR OTHER INDIRECT DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT, REGARDLESS OF WHETHER THE LIABILITY CLAIM IS BASED IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, PRODUCT LIABILITY OR OTHERWISE. NEITHER PARTY WILL BE LIABLE FOR ANY DAMAGES OF ANY SORT ARISING SOLELY FROM THE TERMINATION OF THIS AGREEMENT IN ACCORDANCE WITH ITS TERMS.

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# SECTION 17: TERMINATION

**17.1** This Agreement may be terminated at any time by mutual written consent of the Parties.

**17.2** OSMB may terminate this Agreement as follows:

**17.2.1** Upon 30 days advance written notice to County;

**17.2.2** Immediately upon written notice to County, if OSMB fails to receive funding, or appropriations, limitations or other expenditure authority at levels sufficient in OSMB's reasonable administrative discretion, to perform its obligations under this Agreement;

**17.2.3** Immediately upon written notice to County, if federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that OSMB's performance under this Agreement is prohibited or OSMB is prohibited from paying for such performance from the planned funding source;

**17.2.4** Immediately upon written notice to County, if County is in default under this Agreement and such default remains uncured 15 days after written notice thereof to County; or

**17.2.5** As otherwise expressly provided in this Agreement.

**17.3** County may terminate this Agreement as follows:

**17.3.1** Immediately upon written notice to OSMB, if County fails to receive funding, or appropriations, limitations or other expenditure authority at levels sufficient in County's reasonable administrative discretion, to perform its obligations under this Agreement;

**17.3.2** Immediately upon written notice to OSMB, if federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that County's performance under this Agreement is prohibited or County is prohibited from paying for such performance from the planned funding source;

**17.3.3** Immediately upon written notice to OSMB, if OSMB is in default under this Agreement and such default remains uncured 15 days after written notice thereof to OSMB; or

**17.3.4** As otherwise expressly provided in this Agreement.

**17.4** Upon receiving a notice of termination of this Agreement, County will immediately cease all activities under this Agreement, unless OSMB expressly directs otherwise in such notice. Upon termination, County will deliver to OSMB all documents, information, works-in-progress, Work Product and other property that are or would be deliverables under the Agreement. And upon OSMB's reasonable request, County will surrender all documents, research or objects or other tangible things needed to complete the work that was to have been performed by County under this Agreement.

# SECTION 18: INSURANCE

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County shall maintain insurance as set forth in Exhibit D, attached hereto and incorporated herein by this reference.

## SECTION 19: NONAPPROPRIATION

OSMB's obligation to pay any amounts and otherwise perform its duties under this Agreement is conditioned upon OSMB receiving funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow OSMB, in the exercise of its reasonable administrative discretion, to meet its obligations under this Agreement. Nothing in this Agreement may be construed as permitting any violation of Article XI, section 7 of the Oregon Constitution or any other law limiting the activities, liabilities or monetary obligations of OSMB.

## SECTION 20: AMENDMENTS

The terms of this Agreement may not be altered, modified, supplemented or otherwise amended, except by written agreement of the Parties.

## SECTION 21: NOTICE

Except as otherwise expressly provided in this Agreement, any notices to be given relating to this Agreement must be given in writing by facsimile, email, personal delivery, or postage prepaid mail, to a Party's Authorized Representative at the physical address, fax number or email address set forth in this Agreement, or to such other addresses as either Party may indicate pursuant to this Section 21. Any notice so addressed and mailed becomes effective five (5) days after mailing. Any notice given by personal delivery becomes effective when actually delivered. Any notice given by email becomes effective upon the sender's receipt of confirmation generated by the recipient's email system that the notice has been received by the recipient's email system. Any notice given by facsimile becomes effective upon electronic confirmation of successful transmission to the designated fax number.

## SECTION 22: SURVIVAL

All rights and obligations of the Parties under this Agreement will cease upon termination of this Agreement, other than the rights and obligations arising under Sections 6,10, 11, 15, 16 and 22 hereof and those rights and obligations that by their express terms survive termination of this Agreement; provided, however, that termination of this Agreement will not prejudice any rights or obligations accrued to the Parties under this Agreement prior to termination.

## SECTION 23: SEVERABILITY

The Parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the Parties will be

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construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

## SECTION 24: COUNTERPARTS

This Agreement may be executed in several counterparts, all of which when taken together shall constitute one agreement, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of the Agreement so executed constitutes an original.

## SECTION 25: COMPLIANCE WITH LAW

In connection with their activities under this Agreement, the Parties shall comply with all applicable federal, state and local law.

## SECTION 26: INDEPENDENT CONTRACTORS

The Parties agree and acknowledge that their relationship is that of independent contracting parties and that County is not an officer, employee, or agent of the State of Oregon as those terms are used in ORS 30.265 or otherwise.

## SECTION 27: INTENDED BENEFICIARIES

OSMB and County are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement provides, is intended to provide, or may be construed to provide any direct or indirect benefit or right to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of this Agreement.

## SECTION 28: FORCE MAJEURE

Neither Party is responsible for any failure to perform nor any delay in performance of any obligations under this Agreement caused by fire, civil unrest, labor unrest, natural causes, or war, which is beyond that Party's reasonable control. Each Party shall, however, make all reasonable efforts to remove or eliminate such cause of failure to perform or delay in performance and shall, upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement. OSMB may terminate this Agreement upon written notice to County after reasonably determining that the failure or delay will likely prevent successful performance of this Agreement.

## SECTION 29: SECURITY INTEREST

County, in consideration of OSMB's provision of services described in Exhibit A, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged,

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hereby grants OSMB a continuing security interest in and so pledges and assigns to OSMB all of the rights of County and all proceeds and products in the boats and equipment purchased pursuant to OSMB's authority under ORS 830.140, including, but not limited to this agreement ("Collateral"). County hereby irrevocably authorizes OSMB at any time and from time to time to file in any filing office in any Uniform Commercial Code jurisdiction any financing statements and amendments thereto to complete the attachment, perfection and first priority of, and the ability of OSMB to enforce, OSMB's security interest in the Collateral, including, but not limited to, causing OSMB's name to be noted as secured party on any certificate of title for a titled good. County will not, or will not offer to, sell or otherwise dispose of the Collateral or any interest in the Collateral except with receipt of OSMB's prior written approval. Upon the failure by County to keep, observe or perform any provision of this agreement, without any other notice to or demand upon County, OSMB shall have in any jurisdiction in which enforcement of this agreement is sought, in addition to all other rights and remedies, all rights, privileges, powers and remedies of a secured creditor provided by the Uniform Commercial Code and any additional rights and remedies which may be provided to a secured party in any jurisdiction in which the Collateral or a part t hereof is located, at law, in equity, or otherwise, including,. without limitation, its right to take immediate possession of the Collateral.

## SECTION 30: ASSIGNMENT AND SUCESSORS IN INTEREST

County may not assign or transfer its interest in this Agreement without the prior written consent of OSMB and any attempt by County to assign or transfer its interest in this Agreement without such consent will be void and of no force or effect. OSMB's consent to County's assignment or transfer of its interest in this Agreement will not relieve County of any of its duties or obligations under this Agreement. The provisions of this Agreement will be binding upon and inure to the benefit of the Parties hereto, and their respective successors and permitted assigns.

## SECTION 31: SUBCONTRACTS

County shall not, without OSMB's prior written consent, enter into any subcontracts for any of the work required of County under this Agreement. OSMB's consent to any subcontract will not relieve County of any of its duties or obligations under this Agreement.

County shall take all reasonable steps to cause its contractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon and its officers, employees and agents ("Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys' fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of County's contractor or any of the officers, agents, employees or subcontractors of the contractor( "Claims"). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the County's contractor from and against any and all Claims.

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## SECTION 32: TIME IS OF THE ESSENCE

Time is of the essence in County's performance of its obligations under this Agreement.

## SECTION 33: MERGER, WAIVER

This Agreement and all exhibits and attachments, if any, constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver or consent under this Agreement binds either Party unless in writing and signed by both Parties. Such waiver or consent, if made, is effective only in the specific instance and for the specific purpose given. EACH PARTY, BY SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE, HEREBY ACKNOWLEDGES THAT IT HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

## SECTION 34: RECORDS MAINTENANCE AND ACCESS

County shall maintain all financial records relating to this Agreement in accordance with generally accepted accounting principles. In addition, County shall maintain any other records, books, documents, papers, plans, records of shipments and payments and writings of County, whether in paper, electronic or other form, that are pertinent to this Agreement in such a manner as to clearly document County's performance. All financial records, other records, books, documents, papers, plans, records of shipments and payments and writings of County, whether in paper, electronic or other form, that are pertinent to this Agreement, are collectively referred to as "Records." County acknowledges and agrees that OSMB and the Oregon Secretary of State's Office and the federal government and their duly authorized representatives will have access to all Records to perform examinations and audits and make excerpts and transcripts. County shall retain and keep accessible all Records for a minimum of six (6) years, or such longer period as may be required by applicable law, following termination of this Agreement, or until the conclusion of any audit, controversy or litigation arising out of or related to this Agreement, whichever date is later. Subject to foregoing minimum records retention requirement, County shall maintain Records in accordance with the records retention schedules set forth in OAR Chapter 166.

## SECTION 35: HEADINGS

The headings and captions to sections of this Agreement have been inserted for identification and reference purposes only and may not be used to construe the meaning or to interpret this Agreement.

## SECTION 36: ADDITIONAL REQUIREMENTS

County shall comply with the additional requirements set forth in Exhibit C, attached hereto and incorporated herein by this reference.

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# SECTION 37: AGREEMENT DOCUMENTS

This Agreement consists of the following documents, which are listed in descending order of precedence: this Agreement less all exhibits, attached Exhibit A (the Statement of Work), Exhibit B (Boating Safety Action Plan), Exhibit C (Federal Assurances), and Exhibit D (Insurances).

# SECTION 38: SIGNATURES

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates set forth below.

## STATE OF OREGON acting by and through its State Marine Board

_____ _____

Larry Warren, Director Date

## Marion County Sheriff's Office

*See County Signature Page for County Signatures*

_____ _____

County Sheriff Date

_____ _____

Signature Date

## Approved for Legal Sufficiency in accordance with ORS 291.047

_____ _____

DOJ Attorney Date

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# SIGNATURE PAGE FOR
# 2025-27 MARINE LAW ENFORCEMENT CONTRACT - SO-6732-25
# between
# MARION COUNTY and OREGON STATE MARINE BOARD

**MARION COUNTY SIGNATURES**
**BOARD OF COMMISSIONERS:**

_____

Chair Date

_____

Commissioner Date

_____

Commissioner Date

Authorized Signature: _____

Department Director or designee Date

Authorized Signature: _____

Chief Administrative Officer Date

Reviewed by Signature: _____

Marion County Legal Counsel Date

Reviewed by Signature: _____

Marion County Contracts & Procurement Date

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# EXHIBIT A

# STATEMENT OF WORK

## THE COUNTY AGREES TO:

A. Enforce the applicable provisions of the Oregon Revised Statutes, Chapters 830 and 704 and Oregon Administrative Rules, Chapter 250.

B. Investigate complaints of boating law violations and boating accidents as specified in the current version of the OSMB Policy and Procedures Manual, incorporated by reference herein.

C. Alert the public to unsafe boating conditions.

D. Assign duties under this agreement to personnel who have completed training and received certification at the Marine Law Enforcement Academy. Boating law enforcement personnel assigned by the County shall be mentally and physically capable of performing required duties. Standards of performance, discipline of officers and the control of personnel performing services pursuant to this agreement shall be the responsibility of the County. County agrees that assigned personnel shall wear a Coast Guard approved personal flotation device (life jacket) while on board a boat.

E. Carry out the duties of 'Inspector' as defined in OAR 250-010-0660, to conduct boat inspections for aquatic invasive species as described in Oregon Revised Statute Chapter 830.589, 830.591, and Oregon Administrative Rule Chapter 250-010-0660.

F. Provide law enforcement examinations of boats.

G. Carry out all aspects of the Boating Safety Program: The Boating Safety Action Plan, Budget and Maintenance Schedule, described in Exhibit B, attached here to and incorporated by reference herein.

H. Provide OSMB with a revised Boating Safety Program: The Boating Safety Action Plan, Budget and Maintenance Schedule, described in Exhibit B attached here to and incorporated by reference herein no later than April 1 for every year the Agreement is effective.

I. Provide OSMB with monthly activity reports to the OSMB database by the end of each month.

J. Send quarterly invoices to: Boating Safety Program Fiscal Coordinator, Oregon State Marine Board, and 435 Commercial St. NE, Salem, OR 97309. Invoices must be submitted within 45 days following the end of the quarter.

K. Furnish and supply all necessary labor, supervision, equipment, communications,

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facilities and supplies necessary to provide the level of service required to fulfill this agreement.

L. Submit all requests for boat and related equipment repairs, to which OSMB holds title, to OSMB for approval. Approval is also required for the vendor providing the services.

## OSMB AGREES TO:

A. Provide County an orientation to OSMB policies, regulations, and administrative rules necessary to meet the purpose of this agreement.
B. Provide required training through the Marine Law Enforcement Academy held once a year.
C. Provide funds for the purchase of patrol boats, required equipment, fuel, and boat maintenance.
D. Provide access to and training for the use of OSMB's law enforcement database.
E. Make payment to County within 45 days of receiving and approving invoice from County.

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# Exhibit B – Boating Safety Action Plan Amendment

**2025-27 Marine Law Enforcement Contract Allocation Reductions**

**Agency:** Marion County Sheriff's Office

**Program Manager:** Garrett Olson **Phone:** 503-983-5033

**Amended Contract Hours (estimate)**

| Fiscal Year 2025 - 2026 | |
|---|---|
| **Patrol Hours:** | 988 |
| **Program Hours:** | 777 |
| **Total Hours:** | 1,765 |

**Amended Contract Hours (estimate)**

| Fiscal Year 2026 - 2027 | |
|---|---|
| **Patrol Hours:** | 988 |
| **Program Hours:** | 777 |
| **Total Hours:** | 1,765 |

## 2025-2027 Amended Allocation Amount

| Allocation | 2025-27 Total | Per Fiscal Year |
|---|---|---|
| **OSMB LE Allocation:** | $210,412.00 | $105,206.00 |
| Willamette River Safety Patrols: | $93,983.00 | $46,991.50 |
| Total: | $304,395.00 | $152,197.50 |

## 2025-2027 Amended Program Budget Estimates

| | OSMB | County/Agency Contribution |
|---|---|---|
| **1. Personnel & Benefits** | $ 297,721.00 | $ 89,659.00 |
| **2. Operations & Maintenance** | $ 6,674.00 | $ 110,152.00 |
| | | |
| **Total** | $ 304,395.00 | $ 199,811.00 |

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# Federal Fund Reduction Impact Statement (optional)

**Guidance:** Describe how the reduced funding will impact overall activities and program objectives.

A 30% reduction in our Marine Program budget will significantly decrease the number of operational hours we can allocate. Currently, our team consists of a full-time, year-round FTE Deputy, a seasonal Deputy, and two seasonal Marine Safety Officers. The new budget will fund approximately 1,765 hours—resulting in a shortfall of at least 315 hours for the full-time FTE Deputy position. It is important to note that the seasonal positions were already being funded through our local budget and are not directly affected.

This budget cut will directly impact community safety in several critical areas:

• Reduced Community Engagement: Fewer opportunities to deliver water safety presentations and public education efforts.
• Hazard Mitigation and Markers: Limited capacity to identify and mitigate waterway hazards or to maintain and place navigational markers.
• Inspection Services: Diminished ability to conduct vessel inspections and Hull Identification Number (HIN) verifications.
• Waterway Patrols: Significantly fewer patrol hours will reduce our ability to respond to immediate safety threats, enforce boating laws, and assist during emergencies.
• Coverage Gaps: With the reduced patrol capacity, our ability to provide adequate coverage across all regional waterways has been significantly impacted. Turner Lake, which has historically demonstrated a high rate of Personal Flotation Device (PFD) noncompliance, is expected to receive little to no enforcement presence during the operational period. Compounding this issue is the dissolution of the Polk County Marine Patrol Program, adding a significant increase in our areas of responsibility. As a result, we will be unable to allocate sufficient patrol hours to the Willamette River, compromising our ability to ensure public safety on one of the region's largest waterways.

This reduction in service will pose increased risks to public safety and decrease our ability to proactively manage and respond to marine incidents. Maintaining adequate patrol and outreach capacity is essential for safeguarding our community and waterways.

County/Agency Authorized Representative:

| | |
|---|---|
| Nicholas Hunter Digitally signed by Nicholas Hunter Date: 2025.06.13 09:01:05 -07'00' | 06/13/2025 |
| Signature | Date |
| Nick Hunter - Sheriff | 503-540-8063 |
| Typed Name | Telephone |

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# EXHIBIT C

OMB Approval No. 0348-0040

**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

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# EXHIBIT D

# INSURANCE

During the term of this agreement, the County shall provide insurance to cover all loss*;* damage or injury to the equipment purchased under this agreement, in an amount no less than the purchase price thereof. Such insurance shall be provided by the County through an insurer duly authorized to do business in the State of Oregon but may be provided by self-insurance. Any proceeds from insurance or self-insurance shall be applied to the repair or replacement of the damaged equipment unless the County received prior written direction or authorization from the OSMB to otherwise dispose of the proceeds.

MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** July 9, 2025

**Department:** Public Works

**Title:** Consider adoption of an ordinance related to battery energy storage systems in the Marion County Urban and Rural Zone Codes Chapters 16 and 17.

**Management Update/Work Session Date:** Management Update: 2/11/25, Work Session: 4/15/25 **Audio/Visual aids** ☐

**Time Required:** 5 min **Contact:** Brandon Reich **Phone:** 503-566-4175

**Requested Action:** Staff recommended motion: Adopt an ordinance clarifying existing code provisions related to battery energy storage systems in the the Marion County Urban and Rural Zone Codes Chapters 16 and 17. Other motion options for consideration are: 1. Adopt the ordinance with modified language, 2. Decline to adopt the ordinance at this time.

**Issue, Description & Background:** On April 15, 2025, the Marion County Board of Commissioners held a work session to discuss battery energy storage systems. These systems are not expressly contemplated in county zoning code, state statute or state administrative rule. The board expressed a desire to clarify the applicability of the existing code to this use and on May 14, 2025, initiated a process to consider code amendments. On June 11, 2025, the board held a hearing to consider amendments to clarify existing code provisions related to battery energy storage systems in the the Marion County Urban and Rural Zone Codes Chapters 16 and 17. The board approved the amendments and on June 25, 2025, scheduled adoption of the ordinance for today. The ordinance is before the board for consideration of adoption.

**Financial Impacts:** None

**Impacts to Department & External Agencies:** None

**List of attachments:** Ordinance

**Presenter:** Brandon Reich

**Department Head Signature:** for Brandon Reich

**BEFORE THE BOARD OF COMMISSIONERS**
**FOR MARION COUNTY, OREGON**

| | |
|---|---|
| In the matter of adopting amendments to clarify the applicability of existing code provisions related to battery energy storage systems in the Marion County Urban and Rural Zone Codes Chapters 16 and 17. | ) LA 25-001<br>) Legislative Amendment<br>)<br>)<br>) |

AN ADMINISTRATIVE ORDINANCE

**ORDINANCE NO. _____**

THE MARION COUNTY BOARD OF COMMISSIONERS HEREBY ORDAINS AS FOLLOWS:

**SECTION I. Purpose**

This ordinance is enacted pursuant to the authority granted general law counties in the State of Oregon by Oregon Revised Statutes (ORS) Chapters 203, 197, 215, and 227, and the comprehensive land use planning and coordination with local government provisions under Chapters 195 and 197.

**SECTION II. Authorization**

The Marion County Board of Commissioners initiated a legislative amendment to the Marion County Urban and Rural Zone Codes by Resolution No. 25R-7 dated May 14, 2025.

The Board held a public hearing on June 11, 2025, for which proper public notice and advertisement was given. The Board closed the hearing on June 11, 2025. All persons present during the public hearing and those provided notice of the hearing, were given the opportunity to speak or present written statements on the proposed amendments.

**SECTION III. Evidence and Findings**

The amendments of the Marion County Urban and Rural Zone Codes and the Marion County Comprehensive Plan made hereunder are based on consideration and analysis of the operation of present zoning regulations and requirements of state law. Due consideration was given to the evidence in the record. As set forth in Exhibit A, attached hereto and incorporated herein, the Board finds that the amendments to the Urban and Rural Zone Codes and Marion County Comprehensive Plan are in compliance with county ordinance and state law, its policies and requirements and federal law.

**SECTION IV. Amendments to Marion County Comprehensive Plan**

Marion County Code Title 16 (Marion County Urban Zone Code), Marion County Code Title 17 (Marion County Rural Zone Code), and Marion County Comprehensive Plan are amended as set forth in Exhibit B, attached hereto and incorporated herein.

**SECTION V. Severability**

Should any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance or any policy, provision, findings, statement, conclusion, or designation to a particular land use or area of land, or any other portion, segment or element of this Ordinance or of any amendments thereto and adopted hereunder, be declared invalid for any reason, such declaration shall not affect the validity and continued application of any other portion or element of this Ordinance or amendments to the Comprehensive Plan, as amended herein; and if this Ordinance or any portion thereof should be held to be invalid on one ground, but valid on another, it shall be construed that the valid ground is the one upon which this Ordinance or any portion thereof was enacted.

**SECTION VI. Effective Date**

Pursuant to Chapter 1.10 of the Marion County Code, this is an Administrative Ordinance and shall take effect upon adoption.

SIGNED and FINALIZED this _____ day of _____, 2025 at Salem, Oregon.

MARION COUNTY BOARD OF COMMISSIONERS

_____
Chair

_____
Recording Secretary

JUDICIAL NOTICE

Oregon Revised Statutes (ORS) Chapter 197.830 provides that land use decisions may be reviewed by the Land Use Board of Appeals (LUBA) by filing a notice of intent to appeal within 21 days from the date this ordinance becomes final.

**Facts and Findings**

## BACKGROUND

Commercial Battery Energy Storge Systems ("BESS") use batteries to store electrical energy for use on the electrical grid. These systems are not explicitly listed in the county zoning code. These amendments provide the county the opportunity to clarify the applicability of existing code provisions related to battery energy storage systems and determine if they are a permitted use at this time.

## FACTS AND ANALYSIS

Code Applicability

While these facilities are not explicitly referenced in code, there are two existing code provisions that a BESS could be considered, depending on available evidence: a utility facility or a power generation facility.

Historically, utility facilities have been structures and facilities such as cellular towers, wastewater treatment facilities, and city wells, which can be found on urban or rural land, including resource farm and forest zones. These are usually owned by a public entity and provide regular utility service to customers in an area. While a BESS is connected to the electrical power grid, and may be located near a substation, it appears to be ancillary to the grid or substation and not a utility service itself. Without additional evidence and analysis, a commercial BESS cannot be considered a utility facility.

A commercial BESS could also be considered a power generation facility. Power generation involves storing power in some manner that gets converted to electricity for use on the grid, such as water stored at an elevation behind a dam which is used to generate electrical power. A BESS stores electrical power from the grid to be placed back on the same grid later. In this manner a BESS could be considered power generation because of its role in storing power for use on the electrical grid. However, a BESS stores power previously generated rather than generates new power for the grid. As a result of this process, and without additional evidence and analysis, a BESS cannot be considered a power generation facility.

At this time there do not appear to be zoning code provisions related to BESS in Oregon Statute or Oregon Administrate Rules.

Land Use Criteria and Standards

A commercial BESS is a more intensive use than many other uses contemplated in the zoning code. It also brings with it potential impacts that could be at least partially mitigated through criteria adopted in the zoning code and standards for development. The potential issues include fires; release of gases, chemicals, and metals; potential pollution of air, water and soil; loss of farmland; increased demands on emergency response; and decommissioning.

Future code amendments could adopt criteria and standards for these systems to mitigate potential impacts. These could include code amendments related to setbacks, farmland protection, fire system requirements, development of emergency response plans, facility monitoring, site development standards, decommissioning plan, and others.

## DECISION

Because battery energy storage systems are a novel use that are not explicitly allowed by county code, nor implicitly contemplated in code, and there are no zoning code provisions related to them in Oregon Statute or Oregon Administrate Rules, they are not allowed by the zoning code at this time without possible future amendments. This prohibition does not apply to personal battery storage systems that do not primarily store power for public use or sale.

Based on the facts and findings above, the board approves the amendments to clarify the applicability of existing code provisions related to battery energy storage systems in the Marion County Urban and Rural Zone Codes Chapters 16 and 17.

Battery Energy Storage Amendments
Legislative Amendment 2025-01

**ADDITIONS IN BOLD UNDERLINE**

## Chapter 16.01

## GENERAL ZONING PROVISIONS

Sections:
16.01.010 Zoning classification.
16.01.020 Designation of zones.
16.01.030 Comprehensive Plan designation and zone classifications.
16.01.040 Zoning map.
**16.01.050 Battery Energy Storge Systems**

### 16.01.010 Zoning classification.

In order to achieve the intent and purpose in MCC 16.35.030, zoning classifications and overlay zones are hereby established for all unincorporated areas of Marion County located within urban growth boundaries as provided in Chapters 16.02 to 16.25 MCC. These classifications and overlay zones identify uses permitted subject to the development requirements in Chapter 16.24 MCC and Chapters 16.26 through 16.34 MCC. Conditional uses are subject to the development requirements in the applicable zone, in Chapters 16.26 through 16.34 MCC, and any requirements imposed as a condition of approval pursuant to MCC 16.40.030 and 16.40.040. Zone changes, other than legislative changes, are subject to the requirements of Chapters 16.26 through 16.34 MCC and any requirements imposed as a condition of approval pursuant to MCC 16.39.060 and 16.39.070. [Ord. 1301 § 4 (Exh. A), 2010; Ord. 863 § 5, 1990. UZ Ord. § 1.10.]

### 16.01.020 Designation of zones.

As prescribed in MCC 16.01.010, Marion County is divided into use zones. The zones included in this title are as follows:

| Chapter | Classification | Abbreviation |
|---|---|---|
| 16.02 | Single-Family Residential | RS |
| 16.03 | Limited Multiple-Family Residential | RL |
| 16.04 | Multiple-Family Residential | RM |
| 16.05 | Commercial Office | CO |
| 16.06 | Commercial Retail | CR |
| 16.07 | Commercial General | CG |
| 16.08 | Highway Commercial | HC |
| 16.09 | Industrial Commercial | IC |
| 16.10 | Industrial Park | IP |
| 16.11 | General Industrial | IG |
| 16.12 | Heavy Industrial | IH |
| 16.13 | Urban Transition | UT |
| 16.14 | Reserved | |

| Chapter | Classification | Abbreviation |
|---|---|---|
| 16.15 | Urban Development | UD |
| 16.16 | Public | P |

[Ord. 1301 § 4 (Exh. A), 2010; Ord. 863 § 5, 1990. UZ Ord. § 1.20.]

**16.01.030 Comprehensive Plan designation and zone classifications.**

Zone classifications implement the Comprehensive Plan designations. Because this title implements several city comprehensive plans and not all plan designations are identical for all cities, those in the Salem/Keizer Comprehensive Plan are used below. For cities other than Salem, the zoning administrator shall decide which of the following zones implement the applicable plan designation on the basis of the intent in the applicable comprehensive plan. The zone classifications below are listed in order of most restrictive to least restrictive under the appropriate plan designation. Following are the zones allowed in the Salem Area Comprehensive Plan designations:

| Comprehensive Plan Designation | Zone Classification |
|---|---|
| Developing Residential | RS, UT, UD, RL, RM |
| Single-Family Residential | RS, UT, UD |
| Multifamily Residential | RL, RM, UT, UD |
| Commercial | CO, CR, CG, HC, UT, UD |
| Industrial | IC, IP, IG, IH, UT, UD |
| Community Service | P |

[Ord. 1454 § 4 (Exh. B), 2023; Ord. 1301 § 4 (Exh. A), 2010; Ord. 863 § 5, 1990. UZ Ord. § 1.30.]

**16.01.040 Zoning map.**

This title includes official zoning maps. The maps, together with all explanatory matter thereon, identify the boundaries of the zones and overlay zones established in Chapters 16.02 to 16.25 MCC, and the application of land use regulations in this title to certain lands. The maps shall be filed in the office of the zoning administrator. The zoning administrator shall amend the maps when so directed by county ordinance. The maps shall be available for public review and copies of the maps shall be provided at reasonable cost. When requested the zoning administrator shall certify that a copy of all or a portion of any map "is the current zoning map contained in the Marion County Zoning Ordinance" on a specific date. [Ord. 1301 § 4 (Exh. A), 2010; Ord. 863 § 5, 1990. UZ Ord. § 1.40.]

**16.01.050 Battery Energy Storge Systems**

**Notwithstanding any other provision in code, a commercial battery energy storge system, which uses batteries to store electrical energy for use on the electrical grid, is not allowed in any zone. This prohibition does not apply to personal battery storage systems that do not primarily store power for public use or sale.**

**Chapter 17.110**
**GENERAL PROVISIONS**

Sections:

Article III. General Provisions

17.110.620 Zones – Official map.
17.110.630 Certification.
17.110.650 Location.
17.110.660 Amending official zoning map.
17.110.670 Replacement of official zoning map.
17.110.680 Administration of the title.
17.110.690 Minimum requirements.
17.110.700 Effect on other ordinances, agreements between parties.
17.110.705 Permit expiration dates.
17.110.710 Rules for interpretation of zone boundaries.
17.110.720 Interpretation of title.
17.110.725 Interpretation of uses.
17.110.730 Similar uses.
**17.110.735 Battery Energy Storge Systems**
17.110.740 Fees.
17.110.755 Transferability.
17.110.760 Complaints regarding violations.
17.110.765 Board authority.
17.110.770 Vision clearance area.
17.110.780 Minimum street width.
17.110.790 Lots abutting a partial street.
17.110.800 Dwellings and all other buildings to be accessible to public street.
17.110.810 Application of zoning regulations.
17.110.820 Conformance and permits required.
17.110.830 Water resource protection.
17.110.831 Significant and potential mineral and aggregate sites.
17.110.832 Protection of scenic and natural areas and trails.
17.110.833 Stormwater management.
17.110.834 Noise impacts.
17.110.835 Fish and wildlife habitats.
17.110.836 Historic structures or sites.
17.110.838 Agricultural soils determination.
17.110.840 Amendment of text only.
17.110.850 Pending zone change proceedings.
17.110.860 Violations of regulations unlawful – Proof of violation prima facie evidence of owner's responsibility.
17.110.870 Enforcement and penalties for violations.
17.110.880 Savings clause.

**17.110.720 Interpretation of title.**

A. The director may, in the administration of this title, issue an interpretation of its provisions consistent with subsections (B)(1) and (2) of this section. This interpretation is not a land use decision and is not appealable.

B. When, in the administration of this title, there is doubt by the director regarding the intent of this title, the director may request an interpretation of the provision by the planning commission or hearings officer, who may issue an interpretation of the question if they have determined that such interpretation is within their power and is not a legislative act. Any interpretation of this title shall be based on the following:

1. The purpose and intent of this title as applied to the particular section and question; and

2. The opinion of the Marion County legal counsel when requested by the director, planning commission or hearings officer.

C. The director, planning commission or hearings officer may decide that the interpretation of the question is not within their power or that there is insufficient basis upon which to make an interpretation and may request the director to study the problem and, where necessary, propose an amendment to this title.

D. The interpretation by the planning commission or hearings officer shall be forwarded to the board for its information. Copies of the interpretation shall also be furnished each commissioner, the hearings officer and the director. When such interpretation is of general public interest, copies of such interpretation shall be made available for public distribution. [Ord. 1271 § 5, 2008; Ord. 1227 § 4, 2006; Ord. 1180 § 4, 2003; Ord. 1168 § 5, 2002; Ord. 1055 § 4, 1997; Ord. 516 § 2, 1978. RZ Ord. § 110.720.]

**17.110.725 Interpretation of uses.**
The following rules shall apply in interpreting use classification and descriptions:

A. Within each zone, uses are classified as "permitted" and "conditional." Further, uses are functionally classified by description of the particular activity (such as "single-family residence"), or by reference to a category in the Standard Industrial Classification Manual, 1987 (SIC). The SIC is an aid to interpretations. Where the term used to describe a permitted or conditional use is defined in this code, the definition takes precedence over any SIC classification.

B. When uses have a functional SIC classification, the applicable SIC index number assigned to the manual is referenced as an aid to interpretation.

C. Where a use is not described with reference to the SIC manual or defined in this code, the words describing such use are to be given their ordinarily accepted meaning. The descriptions and lists of included activities in the SIC classifications may be used to interpret which use classification is appropriate for a particular use not specifically identified in this title.

D. A use defined in this code is also included within an SIC category, and it is the intent that the use defined in this code be allowed in a zone where the SIC category including the defined use is referenced even though the use is not specifically referenced in the zone.

E. A use defined in ORS Chapter 215 or OAR Chapter 660 takes precedence over any definition or SIC classification. [Ord. 1271 § 5, 2008. RZ Ord. § 110.725.]

**17.110.730 Similar uses.**
The director may permit in any zone any use not described or listed in this title for any other zone if, in the opinion of the director, the requested use is of the same general type and is similar to the uses permitted in the zone. Such review and permission shall be made in the same manner as other interpretations of this title. The director shall use the Standard Industrial Classification Manual, 1987, as a guide in making this interpretation. [Ord. 1271 § 5, 2008; Ord. 1227 § 4, 2006; Ord. 1180 § 4, 2003; Ord. 1168 § 5, 2002; Ord. 1055 § 4, 1997; Ord. 516 § 2, 1978. RZ Ord. § 110.730.]

**17.110.735 Battery Energy Storge Systems**
**Notwithstanding any other provision in code, a commercial battery energy storge system, which uses batteries to store electrical energy for use on the electrical grid, is not allowed in any zone. This prohibition does not apply to personal battery storage systems that do not primarily store power for public use or sale.**

MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** 07/09/2025

**Department:** Public Works

**Title:** Brooks-Hopmere Water Improvement Project - Slayden EWA#1

**Management Update/Work Session Date:** 6/17/2025 **Audio/Visual aids** ☐

**Time Required:** 10 minutes **Contact:** Chris Einmo **Phone:** 503-566-4119

**Requested Action:**
Approve Early Work Amendment #1 (EWA1) to Contract PW-5864-24 with Slayden Constructors, Inc. in the amount of $581,348, to purchase essential plant equipment for Brooks-Hopmere Water Improvement Project, including electrical gear, a backup generator and pumps.

**Issue, Description & Background:**
Marion County Public Works is delivering the Brooks Community Service District (BCSD) Water Improvement Project. The Project is required to deliver a municipal water campus under aggressive funding deadlines. The Project team has identified long lead time equipment, including the equipment described above, which must be procured immediately to ensure early critical-path construction activities begin without delay. Lead times for equipments can be excessive and ARPA requires that all funds be expended by December 31, 2026. Therefore, the use of Early Work Amendments to procure long lead time equipment is essential to the project delivery strategy.

**Financial Impacts:**
EWA 1 increases the value of Contract PW-5864-24 by $581,348, from $181,248 to $762,596. This is a budgeted expense in the current fiscal year.

**Impacts to Department & External Agencies:**
Equipment will be purchased entirely using federal American Rescue Plan Act (ARPA) funds with no impacts to local funding sources. This is a budgeted expense of the Project that does not result in impacts to other county departments or external agencies.

**List of attachments:**
Contract PW-5864-24, Early Work Amendment #1

**Presenter:**
Chris Einmo, Senior Project Manager, Marion County Public Works

**Department Head Signature:**
Brian Nicholas
Digitally signed by Brian Nicholas
Date: 2025.06.23 13:56:18 -07'00'

# Contract Review Sheet

Public Improvement Agreements **PW-5864-23 EWA1**

Title: **ARPA - CMGC - Brooks-Hopmere Water and Wastewater Improvement Project**

Contractor's Name: **Slayden Constructors, Inc.**

Department: **Public Works Department** Contact: **Alicia Jones**

Analyst: **Kathleen George** Phone #: **-4388**

Term - Date From: **Execution** Expires: **December 31, 2026**

Original Contract Amount: **$ 181,248.00** Previous Amendments Amount: **$ -**

Current Amendment: **$581,348.00** New Contract Total: **$762,596.00** Amd% **321%**

Outgoing Funds ☑ Federal Funds ☐ Reinstatement ☐ Retroactive ☑ Amendment greater than 25%

Source Selection Method: **40-0600 Alternative Contract Methods** **PW1404-23**

Description of Services or Grant Award

Construction Manager General Contractor (CM/GC), to engage in the following services: Construction management, constructability review, Value Engineering, CPM scheduling and schedule analysis, construction and construction procurement, bidding and administration of subcontracted work, commissioning and all related CM/GC services related to the Brooks-Hopmere Infrastructure Improvement Projects Water and Wastewater Public Improvement.

Early Work Amendment No. 1 adds $581,348.00 to original contract to procure long lead time equipment to include Electrical gear, Backup generator, Jockey Pumps, Duty Pumps, and Vertical Split Case Pumps and to deliver equipment to project location.

Desired BOC Session Date: **7/9/2025** Contract should be in DocuSign by: **6/18/2025**

Agenda Planning Date **6/26/2025** Printed packets due in Finance: **6/24/2025**

Management Update **6/24/2025** BOC upload / Board Session email: **6/25/2025**

BOC Session Presenter(s) **Chris Einmo** Code: **Y**

**REQUIRED APPROVALS**

Finance - Contracts Date

Contract Specialist Date

Legal Counsel Date

Chief Administrative Officer Date

**EXHIBIT E.1**

**MARION COUNTY**
**EARLY WORK AMENDMENT NO. 1 TO CONTRACT # PW-5864-24**

**THIS EARLY WORK AMENDMENT NO. 1 shall become effective upon execution by the Owner and CM/GC and receipt of any applicable approvals.**

**THIS AMENDMENT IS BETWEEN:**

**OWNER: Marion County, a political subdivision of the State of Oregon,**

**And**

**Slayden Constructors, Inc.**
**("CM/GC" and, in the Marion County**
**General Conditions for Public**
**Improvement Contracts,**
**September 1, 2014, Revised February 14, 2022 Edition, referred to as**
**"Contractor")**

**The Project is: ARPA- CM/GC Brooks- Hopmere Water & wastewater Improvement Project**

**The Engineer is:**
**Keller Associates, Inc.**
**245 Commercial St SE #210**
**Salem, OR 97301**

**Date of Original CM/GC Contract: April 12, 2024**

**Date of this Amendment: July 09, 2025**

Owner and the CM/GC hereby amend the Contract as set forth below. Capitalized terms used but not defined herein shall have the meanings given in the Contract Documents. Except as amended hereby, the Contract remains in full force and effect.

1. Early Work. In accordance with Article 3.2 of the CM/GC Contract, which authorizes the CM/GC to perform Construction Phase services if an Early Work Amendment is executed, Owner and the CM/GC hereby agree that the CM/GC shall perform the Early Work generally described below and more specifically described in Attachment E.1.i. including any Early Work Plans and Specifications, which are incorporated herein by this reference.

2. Statement of Early Work. The CM/GC will provide all labor, materials, supervision, coordination, and equipment necessary to complete the following Early Work:

    a. Procure and deliver Electrical gear, Backup generator, Jockey Pumps, Duty Pumps, and Vertical Split Case Pumps as per specification (incorporated by reference).
    b. CM/GC shall deliver the equipment to the Project location as directed by the Engineer.
    c. The final scope of work to be as directed by the Engineer but not to exceed quoted amendment value.

3. Maximum Early Work Price. The parties agree that the cost of the Early Work described in this amendment shall not exceed $581,349 including the Estimated Cost of Work (ECOW) and the CM/GC fee as established in Article 6 of this Contract. CM/GC shall submit invoices for the following not to exceed amounts:

| | |
|---|---|
| Estimated Cost of Work (Not to exceed): | $525,255 |
| CM/GC Fee (8.0% of ECOW): | $42,020 |
| Early Work Cost (Subtotal of Above): | $567,275 |
| Bond & Insurance | $10,778 |
| Net Cost: | $578,053 |
| Oregon CATax (0.57% of Net Cost): | $3,295 |
| **Maximum NTE (Net Cost + CATax):** | **$581,348** |

4. Plans and Specifications. The specifications for the Early Work performed under this Amendment shall be Attachment E.1.i– Early Procurement Specifications for Electrical gear, backup generator and pumps and Exhibit A of this Contract, Marion County General Conditions for Public Improvement Contracts, rev. February 14, 2022, and may be amended by the Engineer as required.

5. Substantial Completion Date. Unless directed by the Engineer to the contrary, the required date for Substantial Completion for this Early Work package is June 30, 2026.

6. Tax Compliance Certification. The individual signing on behalf of the CM/GC hereby certifies and swears under penalty of perjury that s/he is authorized to act on behalf of the CM/GC, s/he has

authority and knowledge regarding the CM/GC's payment of taxes, and to the best of her/his knowledge, the CM/GC is not in violation of any Oregon tax laws. For purposes of this certification, "Oregon tax laws" means a state tax imposed by ORS 401.792 to 401.816, ORS 320.005 to 320.150 and 403.200 to 403.250, and ORS chapters 118, 314, 316, 317, 318, 320, 321 and 323; the elderly rental assistance program under ORS 310.630 to 310.706, and local taxes administered by the Department of Revenue under ORS 305.620.

THIS AMENDMENT except as expressly amended above, all other terms and conditions of the original contract are still in full force and effect. CM/GC certifies that the representations, warranties and certifications contained in the original Contract are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

ATTACHMENTS

| | |
|---|---|
| Attachment E.1.i | Early Procurement Specifications List, Drawing List and Addendum for Electrical gear, Backup generator and Pumps. |

**SLAYDEN CONSTRUCTORS, INC. (CM/GC)**

Authorized Representative of CM/GC: _____
Date

Title_____

CCB Registration No.: _____

**MARION COUNTY (OWNER)**

BOARD OF COMMISSIONERS

_____
Chair Date

_____
Commissioner Date

_____
Commissioner Date

Authorized Signature: _____
Department Director or designee Date

Authorized Signature: _____
Chief Administrative Officer Date

Reviewed by Signature: _____
Marion County Legal Counsel Date

Reviewed by Signature: _____
Marion County Contracts & Procurement Date

# ATTACHEMENT E.1.i

## DRAWING LIST | Brooks Hopmere - EWA1

| DRAWING NUMBER | DRAWING TITLE | REVISION | PLOT DATE |
|---|---|---|---|
| M-101 | MECHANICAL - PLAN VIEW | EWA1 | 3/12/2025 |
| M-301 | MECHANICAL - SECTIONS | EWA1 | 3/12/2025 |
| EI-701 | BOOSTER STATION - P&ID | EWA1 | 3/12/2025 |
| E-601 | ONE-LINE DIAGRAM | EWA1 | 3/12/2025 |
| E-602 | PANEL SCHEDULES | EWA1 | 3/12/2025 |

# SPECS LIST | Brooks Hopmere - EWA1

| SECTION NO. | SPECIFICATION TITLE | REVISION | DATE |
|---|---|---|---|

**VOLUME 1**

**DIVISION 01 - GENERAL REQUIREMENTS**

| | | | |
|---|---|---|---|
| 01 11 00 | Summary of Work | EWA1 | Mar-25 |
| 01 14 13 | Access to Site | EWA1 | Mar-25 |
| 01 25 13 | Product Substitution Procedures | EWA1 | Mar-25 |
| 01 31 19 | Project Meetings | EWA1 | Mar-25 |
| 01 32 16 | Construction Progress Schedule | EWA1 | Mar-25 |
| 01 33 00 | Submittal Procedures | EWA1 | Mar-25 |
| 01 42 13 | Abbreviations and Acronyms | EWA1 | Mar-25 |
| 01 42 19 | Reference Standards | EWA1 | Mar-25 |
| 01 45 00 | Quality Control | EWA1 | Mar-25 |
| 01 74 30 | Site Pressure Pipe Testing and Disinfection | EWA1 | Mar-25 |
| 01 75 00 | Equipment Testing and Startup (Water Systems) | EWA1 | Mar-25 |
| 01 77 00 | Closeout Procedures | EWA1 | Mar-25 |
| 01 78 23 | Operation and Maintenance Data | EWA1 | Mar-25 |

**DIVISION 26 – ELECTRICAL**

| | | | |
|---|---|---|---|
| 26 05 00 | Electrical, General | EWA1 | Mar-25 |
| 26 05 19 | Low-Voltage Electrical Power Conductors and Cables | EWA1 | Mar-25 |
| 26 05 26 | Grounding and Bonding for Electrical Systems | EWA1 | Mar-25 |
| 26 05 29 | Support Devices | EWA1 | Mar-25 |
| 26 05 33 | Raceway and Boxes for Electrical Systems | EWA1 | Mar-25 |
| 26 05 73 | Power System Studies | EWA1 | Mar-25 |
| 26 08 00 | Field Electrical Acceptance Tests | EWA1 | Mar-25 |
| 26 21 00 | Service Entrance | EWA1 | Mar-25 |
| 26 22 00 | Low Voltage Transformers | EWA1 | Mar-25 |
| 26 24 16 | Panelboards | EWA1 | Mar-25 |
| 26 24 19 | Motor-Control Centers | EWA1 | Mar-25 |
| 26 27 26 | Wiring Devices | EWA1 | Mar-25 |
| 26 28 00 | Overcurrent Protective Devices | EWA1 | Mar-25 |
| 26 29 13.16 | Reduced Voltage Motor Controllers | EWA1 | Mar-25 |
| 26 29 23 | Variable-Frequency Motor Controllers | EWA1 | Mar-25 |
| 26 32 13 | Engine Generators | EWA1 | Mar-25 |
| 26 32 36 | Resistive Load Banks | EWA1 | Mar-25 |
| 26 36 00 | Transfer Switches | EWA1 | Mar-25 |
| 26 51 19 | LED Interior Lighting | EWA1 | Mar-25 |
| 26 56 19 | LED Exterior Lighting | EWA1 | Mar-25 |

**DIVISION 40 – PROCESS INTERCONNECTIONS**

| | | | |
|---|---|---|---|
| 40 05 51 | Valves, General | EWA1 | Mar-25 |
| 40 05 57 | Actuators for Process Valves and Gates | EWA1 | Mar-25 |
| 40 05 61 | Gate Valves | EWA1 | Mar-25 |
| 40 05 64 | Butterfly Valves | EWA1 | Mar-25 |
| 40 05 65.23 | Swing Check Valves | EWA1 | Mar-25 |
| 40 05 93 | Common Motor Requirements for Process Equipment | EWA1 | Mar-25 |
| 40 05 97 | Piping Identification | EWA1 | Mar-25 |

**DIVISION 43 – PROCESS LIQUID HANDLING, PURIFICATION AND STORAGE EQUIPMENT**

| | | | |
|---|---|---|---|
| 43 05 01 | Equipment General Provisions | EWA1 | Mar-25 |
| 43 05 50 | Equipment Mounting | EWA1 | Mar-25 |
| 43 05 60 | Process Equipment Testing | EWA1 | Mar-25 |
| 43 20 00 | Pumps, General | EWA1 | Mar-25 |
| 43 21 50 | Vertical Multistage Pumps | EWA1 | Mar-25 |
| 43 30 02 | Vertical Split Case Pump | EWA1 | Mar-25 |

Slayden

4/16/2025

# Addendum No. 1

**To: Interested Bidders:**

**Regarding: Brooks Hopmere Improvements EWA 1**

The following revisions and clarifications are made to the bid and contract documents:

1. **All Bidders: The following language shall be incorporated into all pricing for above referenced project.**
    a. **Executive Order** (EO) **14195**, "*Imposing Duties To Address the Synthetic Opioid Supply Chain in the People's Republic of China*" issued February 1, 2025, **EO 14200** "*Amendment to Duties Addressing the Synthetic Opioid Supply Chain in the People's Republic of China*" issued February 5, 2025, and **EO 14228** "*Further Amendment to Duties Addressing the Synthetic Opioid Supply Chain in the People's Republic of China*" issued March 3, 2025, apply to this solicitation. Bidders shall account for the price and availability of goods subject to these Executive Orders in the preparation and submission of their bids. After contract award, no adjustment in contract price or term shall be afforded due to costs and other effects associated with tariffs assessed under these Executive Orders.

    b. **Proclamation 10896** "*Countering Trade Practices That Undermine National Security*" issued February 10, 2025, applies to this solicitation. Bidders shall account for the price and availability of steel products subject to this Proclamation. After contract award, no adjustment in contract price or term shall be afforded due to costs and other effects associated with tariffs assessed in association with this Proclamation.

    c. **EO 14193** "*Imposing Duties To Address the Flow of Illicit Drugs Across Our Northern Border*" issued February 1, 2025, **EO 14197** "*Progress on the Situation at Our Northern Border*" issued February 3, 2025, and **EO 14226** "*Amendment to Duties To Address the Flow of Illicit Drugs Across Our Northern Border*" issued March 6, 2025, apply to this solicitation. Bidders shall **EXCLUDE** price effects caused directly by tariffs assessed under these and subsequent related Executive Orders in the preparation and submission of their bids. After contract award, Contractor shall be eligible for an adjustment in contract price due to clearly demonstrated cost effects resulting from tariffs assessed under these and subsequent related Executive Orders at the time affected goods are purchased so long as the affected goods are responsibly purchased within the timeframe when the affected goods would normally be purchased. No change in contract term shall be allowed.

    d. **EO 14194** "*Imposing Duties To Address the Situation at Our Southern Border*" issued February 1, 2025, **EO 14198** "*Progress on the Situation at Our Southern Border*" issued February 3, 2025, and **EO 14227** "*Amendment to Duties To Address the Situation at Our Southern Border*" issued March 2, 2025, apply to this solicitation. Bidders shall **EXCLUDE** price effects caused directly by tariffs assessed under these and subsequent related

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Oregon: 208848
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California: 1011633

Executive Orders in the preparation and submission of their bids. After contract award, Contractor shall be eligible for an adjustment in contract price due to clearly demonstrated cost effects resulting from tariffs assessed under these and subsequent related Executive Orders at the time affected goods are purchased so long as the affected goods are responsibly purchased within the timeframe when the affected goods would normally be purchased. No change in contract term shall be allowed.

e. As further clarification to existing language within **Contract PW-~~5569-23,~~ 5864-24** bidders **shall NOT** be responsible for price effects resulting from any tariffs imposed or modified by Executive Order, Proclamation, or other non-legislative federal action on or after March 6, 2025. After contract award, Contractor shall be eligible for an adjustment in contract price due to clearly demonstrated cost effects resulting from such tariffs. Such cost effects shall be considered Changes in the Work and will be subject to the procedures specified in Article 7 of the Contract.

**All pricing submitted prior to this addendum must be resubmitted to include acceptance of language in this addendum.**

Please acknowledge this addendum on your bid.

Thank you,
Erik Brahmer
Estimating Manager

550 Hawthorne Ave S E
Suite 200
Salem, Oregon 97301

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MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** July 9th 2025

**Department:** Community Services

**Title:** 2024 Subrecipient Agreement Santiam Hospital & Clinic's Resiliency Center

**Management Update/Work Session Date:** June 17th, 2025 **Audio/Visual aids** ☐

**Time Required:** 10 minutes **Contact:** Steve Dickey **Phone:** 503-373-4334

**Requested Action**:

Approve a contract with the Santiam Memorial Hopsital to provide $250,000.00 in CDBG funding for the Santiam Resiliency Center.

**Issue, Description & Background**:

This agreement is to provide Santiam Memorial Hospital funding to help support the pre-construction costs, permitting, fees, assessments, surveys, site evaluation, preparation, excavation, technical development, and potentially initial construction associated with the build of climate-controlled housing for ambulances for Santiam Hospital at a site with improved route access, enhancing emergency response efficiency.

**Financial Impacts**:

No significant impact to Marion County as the funds for this grant are provided through CDBG grant to Marion County from the U.S. Department of Housing and Urban Development (HUD).

**Impacts to Department & External Agencies**:

The approval of this grant will provide funding to help support the pre-construction costs associated with building the Santiam Resiliency Center.

**List of attachments**:

Contract CS-6187-24

**Presenter**:

Steve Dickey

**Department Head Signature:**

# Contract Review Sheet

Grant Agreement **CS-6187-24**

Title: **Subrecipient Agreement Santiam Memorial Hospital**

Contractor's Name: **Santiam Memorial Hospital**

Department: **Community Services Department** Contact: **Ashley Gresley**

Analyst: **Kathleen George** Phone #: **(503) 584-7722**

Term - Date From: **July 1, 2024** Expires: **June 30, 2028**

Original Contract Amount: **$ 250,000.00** Previous Amendments Amount: **$ -**

Current Amendment: **$ -** New Contract Total: **$ 250,000.00** Amd% **0%**

Outgoing Funds ☑ Federal Funds ☐ Reinstatement ☐ Retroactive ☐ Amendment greater than 25%

Source Selection Method: **50-0010 General Exemptions (IGAs Grants QRFs)** **Department**

Description of Services or Grant Award

This agreement is to provide Santiam Memorial Hospital funding to help support the pre-construction costs, permitting, fees, assessments, surveys, site evaluation, preparation, excavation, technical development, and potentially initial construction associated with the build of climate-controlled housing for ambulances for Santiam Hospital at a site with improved route access, enhancing emergency response efficiency.

Desired BOC Session Date: **7/9/2025** Contract should be in DocuSign by: **6/18/2025**

Agenda Planning Date **6/26/2025** Printed packets due in Finance: **6/24/2025**

Management Update **6/17/2025** BOC upload / Board Session email: **6/25/2025**

BOC Session Presenter(s) **Steve Dickey** Code: **Y**

**REQUIRED APPROVALS**

Finance - Contracts Date

Contract Specialist Date

Legal Counsel Date

Chief Administrative Officer Date

# REQUEST FOR AUTHORIZATION OF CONTRACT
# CS-6187-24

**Date:** 6/2/2025
**To:** Chief Administrative Officer
**Cc:** Contract File
**From:** Ashley Gresley

**I. Subject:** Retroactive

The Marion County Community Services Department is requesting approval of a retroactive contract as described in Section 10-0580 of the Marion County Public Contracting Rules. The contract is with Santiam Memorial Hospital for Subrecipient Agreement Santiam Memorial Hospital with a value of $250,000.00 and will be effective retroactive to 7/1/2024 upon approval.

A. BACKGROUND

The HUD Annual Action Plan period is required to be from July 1st through June 30th. However, the federal fiscal year is from October 1st through September 30th thus creating a delay in the accessibility of funds available for reimbursement. Additionally, the federal fiscal year is dependent on a congressionally approved national budget which typically does not happen until the fall.

B. As required in Section 10-0580(2)(a), Department staff will provide an explanation of why the contract was not submitted before performance began:

For the stated reason in section A, Background.

C. As required in Section 10-0580(2)(b), Department staff will provide a description of the steps being taken to prevent similar occurrences in the future:

This will not change as long as the HUD Annual Action Plan period does not align with the federal fiscal year.

Submitted by:

_____
Ashley Gresley
Community Services Department

Reviewed by:

_____
Contracts & Procurement

Acknowledged by:

_____
Department Head

Acknowledged by:

_____
Jan Fritz, CAO

**MARION COUNTY**
**SUBRECIPIENT AGREEMENT**

*2024 Community Development Block Grant*
*(CDBG) Funds*

This Agreement is entered into by and between **Marion County**, a political subdivision of the State of Oregon, hereinafter referred to as "County", and **Santiam Memorial Hospital, a *Non-Profit Public Benefit***, hereinafter referred to as "Subrecipient".

## Recitals

WHEREAS, the Subrecipient, a non-profit was chosen to receive funding as part of the PY2024 Annual Action Plan submitted by the County to the United States Department of Housing and Urban Development on August 13, 2024; and

WHEREAS, the County intends to support pre-construction costs associated with the build of the Santiam Resiliency Center for the Santiam Memorial Hospital, not to exceed $250,000.00; per 2 CFR 200.405 and

WHEREAS, Subrecipient shall be responsible for continuing to operate the program in a manner that meets a Low to Moderate Income (LMI) national objective for the CDBG program

## Agreement

NOW THEREFORE, for good and sufficient consideration, including the terms and conditions herein, it is agreed by and between the parties hereto as follows:

**1. Incorporation**

The foregoing Recitals are incorporated herein by reference, provided, however, that the Recitals are not to be deemed to modify the express provisions hereinafter set forth. This Agreement includes the following exhibits which are incorporated herein:

- **A.** Exhibit A (The Application)
- **B.** Exhibit B (Required Federal Terms and Conditions)
- **C.** Exhibit C (Federal Funding Information for Subrecipients)
- **D.** Exhibit D (Federal Funding Accountability and Transparency Act Certification)
- **E.** Exhibit E RESERVED
- **F.** Exhibit F (Section 3 of the Housing and Community Development Act)
- **G.** Exhibit G (Fair Housing and Accessibility Requirements)
- **H.** Exhibit H (Community Development Block Grant Monitoring Procedures)

**2. Term of Agreement**

Unless terminated or extended, this Agreement covers the period **July 1, 2024, through June 30, 2028**. Subrecipients' costs shall be expended by June 30, 2028.

**3. Work to be Performed**

Subrecipient shall perform the work described in Exhibit A, The Application (the "Work") in accordance with the terms and conditions of this Agreement and other applicable law whether or not described in this Agreement. Subrecipient shall perform its obligations hereunder efficiently, effectively and within applicable grant timelines, all to the satisfaction of County.

Subrecipient shall be responsible for continuing to offer the program for the duration of the agreement or until funds have been expended.

**4. Consideration; Reporting**

The County has agreed to make an award of funds to the Subrecipient not-to-exceed amount of Two Hundred and Fifty Thousand dollars ($250,000) (the "Grant") for eligible program activities. Grant disbursements shall be a reimbursement of funds to Subrecipient, based on the budget submitted in Exhibit A.

Quarterly reports should accompany requests for reimbursement and include demographics of population served. Reports should be submitted no more than 45 days following the end of each quarter as follows:

1) July 1-September 30
2) October 1-December 31
3) January 1-March 31
4) April 1-June 30

Any desired use of funds by Subrecipient that differs from the Work must first be approved in writing, by the County. 100% of the Grant must be used to provide services as indicated in the Work.

**5. Funding Appropriation**

Funds specified in the Consideration section of this Agreement or otherwise may include funds that have not yet been appropriated but which the County anticipates receiving for use in funding this Agreement and their identification herein is not a guarantee that Subrecipient shall receive any or all such funds. Any and all disbursements of funds hereunder are subject to the terms and conditions of this Agreement, including (without limitation) that such funds are lawfully and fully appropriated, allocated, and available to the County with authorizing limitation.

Subrecipient's obligation to perform the Work is conditioned upon the County receiving corresponding Grant funds or other funds available for reimbursement of such appropriate Work costs.

**6. Requests for Funds**

**A.** Subrecipient shall request grant funds in such form and manner as is satisfactory to or required by the County. Further, Subrecipient shall limit any request for funds to the amount needed and timely in order to accomplish the Work per 2 CFR 200.305. Submission of proper account records showing expenditures for the reporting period must be submitted as documentation to support the amounts being requested. The foregoing requirements apply to all Grant funds requested under this Agreement.

**B.** Grant distributions shall be made by the County. All requests for reimbursement and supporting documentation shall be submitted to the CDBG/HOME Program Manager or to the Community Services Office Manager.

**C.** County will be responsible for submitting the draw requests to HUD and will notify Subrecipient when funds are available for all reimbursements. All backup documentation (invoices, timesheets, etc.) shall be submitted with the request for reimbursement.

**D.** Invoices must be submitted no more than 45 days following the end of the quarter or following the signature date of this agreement for timely processing.

1) July 1-September 30
2) October 1-December 31
3) January 1-March 31
4) April 1-June 30

**7. Nonexclusive Remedies Related to Funding**

**A. Withholding of Grant Funds from Request**

County may withhold any and all undisbursed Grant funds from Subrecipient, if the County, in its sole discretion, determines that Subrecipient has failed to timely satisfy any material obligation arising under this Agreement or otherwise. Subrecipient obligations include, but are not limited to providing complete, accurate and timely reports satisfactory to the County regarding its performance under this Agreement as well as satisfying all Agreement obligations relating to any awarded funds. The County may also withhold any and all requested Grant fund from Subrecipient if the County, in its sole discretion, determines that the rate or scale of requests for funds in any expenditure category materially deviates from the Work, is in noncompliance or ineligible with CDBG funding or program objectives, or is unsubstantiated by related documentation.

**B. Redistribution or Retention of Funds**

i. If Grant funds are not obligated for reimbursement by Subrecipient in a timely manner as determined by the County at its sole discretion, the County may reduce Subrecipient funding and may redistribute such funds to other Subrecipients.

ii. This remedy is in addition to any other remedies available to the County under this Agreement or otherwise.

**C. Reservation of Right to Recapture**

The County reserves the right to recapture funds from Subrecipient based on misrepresentation, underperformance, non-compliance, unallowable costs, or fraud.

**8. Termination**

**A.** The County may immediately terminate this Agreement in whole or in part upon written notice to the Subrecipient for cause related to any material misrepresentation, malfeasance, gross negligence, abandonment of performance or loss of authority to perform any of its obligations hereunder by Subrecipient, whether directly by Subrecipient or through one or more of its agents, subcontractors, successors, or assigns, as determined by the County in its sole discretion.

**B.** The County may, upon 30 days written notice, terminate this Agreement in whole or in part for cause including, but not limited to events described above in subsection 8.a. Cause may include any event, including an event of default, as determined by the County in its sole discretion that renders

inappropriate the continuation of this Agreement or any part hereof. An event of default constitutes an act or omission by Subrecipient, its Subcontractors, agents, representatives, contractors, or assigns by which Subrecipient, as determined by the County at its sole discretion, fails to timely and appropriately perform one or more material obligations, or otherwise breaches a duty, owed to the County under this Agreement. Such events and events of default may include, but are not limited to an occurrence of any of the following:

i. Subrecipient fails to fulfill any of its obligations under this Agreement in a timely manner;

ii. Subrecipient fails to comply timely with directives received from the County;

iii. Funds provided under this Agreement are used improperly or illegally by Subrecipient;

iv. Funding for grant programs is denied, suspended, reduced or eliminated;

v. Federal or state laws, regulations or guidelines are modified or interpreted in such a way that the County is prohibited from paying for or lacks authority to pay for any Work performance under this Agreement or to pay for any such performance from the planned funding source(s);

vi. Funding, appropriations, limitations or expenditure authorization to expend Grant funds is denied, suspended, reduced or eliminated;

vii. Any certification, license or certificate required by law to be held by Subrecipient or others to perform the Work required by this Agreement is for any reason denied, revoked, suspended, limited or not renewed;

viii. Subrecipient (a) applies for or consents to the appointment of, or the taking of possession by, a receiver, custodian, trustee or liquidator of itself or its property, admits in writing its inability, or is generally unable, to pay its debts as they become due, (c) makes a general assignment for the benefit of its creditors, (d) commences a voluntary case under the Federal Bankruptcy Code (as now or hereafter in effect), (e) is adjudicated as bankrupt or insolvent, or (f) fails to controvert in a timely or appropriate manner, or agrees in writing to, an involuntary petition for bankruptcy;

ix. Subrecipient, its principals, officers, or agents are suspended, debarred, proposed for debarment, declared ineligible or voluntarily excluded from participating in agreements or contracts with any Federal or State department or local government, including the County.

**C.** Subrecipient may, upon thirty (30) days written notice, terminate this Agreement in whole or in part, if;

i. The County unreasonably fails to provide timely funding hereunder and does not correct such failure within the 30-day notice period;

ii. The County provides one or more material directives which are contrary to Federal or state laws, rules, regulations, guidelines, or original funding source requirements and does not correct any such directive within 30 days of being informed that it is contrary to any such law;

**D.** Upon issuance of any notice to terminate this Agreement and prior to the effective date of the termination, County may, in its sole and absolute discretion, require that Subrecipient obtain prior

approval from the County for any additional expenditures that would obligate County to reimburse it from Grant funds or otherwise.

**E.** Notwithstanding the above, or any termination thereunder, neither Subrecipient nor the County shall be relieved of its liability to the other party for damages sustained by virtue of its breach of this Agreement. The County may withhold any reimbursement to Subrecipient in the amount of compensation for damages due the County from Subrecipient (as estimated by the County in its sole discretion) until such time as the exact amount of damages has been agreed upon or otherwise finally determined.

**F.** In the event of termination of this Agreement by either party, all unexpended money, property, finished or unfinished documents, data, financial reports, audit reports, program reports, studies and reports purchased or prepared by Subrecipient under this Agreement shall be delivered to the County within sixty (60) days of the date of termination or upon such date as requested by the County.

**G.** Termination of this Agreement shall not impair or invalidate any remedy available to the County or to Subrecipient hereunder, at law, or otherwise.

**9. Conflict of Interest**

Subrecipient understands and agrees it must maintain a Conflict-of-Interest Policy consistent with 2 CFR 200.318(c) and outlines the process for disclosing in writing any potential Conflict of Interest. Any perceived or actual Conflict of Interest must be reported to the County in a timely manner in accordance with 2 CFR 200.112.

**10. Governing Law; Venue; Consent to Jurisdiction**

This Agreement shall be governed by the laws of the State of Oregon. Any action commenced in connection with this Agreement shall be in the Circuit Court of Marion County. All rights and remedies of the County shall be cumulative and may be exercised successively or concurrently. The foregoing is without limitation to of waiver of any other rights or remedies of the County according to law.

**11. No Third-Party Beneficiaries**

The County and Subrecipient are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.

**12. Notices**

Except as otherwise expressly provided in this Agreement, any communications between the parties hereto or notices to be given shall be given in writing by personal delivery, email, facsimile, or mailing the same, postage prepaid, or other written instrument, to Subrecipient or the County at the address or number set forth in this Agreement, or to such other addresses or numbers as either party may hereinafter indicate pursuant to this Section; provided however that any notice of termination shall be given by certified or registered mail, return receipt requested. Any communication or notice so addressed and mailed shall be deemed to be given five (5) days after mailing. Any communication or notice delivered by facsimile or email shall be deemed to be given when receipt of the transmission is generated by the transmitting machine. To be effective against the County, such facsimile transmission must be confirmed by telephone notice to the County's primary contact. Any communication or notice by personal delivery shall be deemed to be given when delivered.

**County Contact Person:** CDBG/HOME Program Manager (Community Services Department)
**Contact Telephone Number:** 503-588-7975
**E-Mail Address:** csreporting@co.marion.or.us
**Mailing Address:** PO Box 14500 Salem, OR. 97309

**13. Confidentiality**

Subrecipient shall require and cause its Subcontractors and vendors, including officers, employees, and agents shall protect the confidentiality of all information concerning clients and other applicants and recipients of services funded by this Agreement. Neither Subrecipient nor Subcontractor shall release or disclose any such information except as necessary for the administration of the program(s) funded under this Agreement, as authorized in writing by the client, applicant, or recipient of such services, or as required by law. All records and files shall be appropriately secured to prevent access by unauthorized persons.

**14. Dual Payment**

Subrecipient shall not be compensated for work performed under this Agreement from any other department of the County, nor from any other source, including the Federal or State government, unless such funds are used solely to increase the total Work provided under this Agreement. Any additional funds received through or for activities arising under this Agreement shall immediately be reported to the County

**15. Monitoring Required**

**A. County Authorized to Monitor Subrecipient**

The County shall perform a Risk Assessment on Subrecipient in order to determine appropriate level of monitoring to ensure compliance with Federal statutes, regulations, and the terms and conditions of Federal awards. The County shall monitor the activities of the Subrecipient as necessary to ensure that the CDBG program funds are used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the CDBG program; and that CDBG program performance goals are achieved.

i. The County monitoring of Subrecipient shall include at a minimum:

a. Reviewing financial and performance reports.

b. Following-up and ensuring that the Subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award or other related findings detected through audits, on-site reviews, and written confirmation from the Subrecipient, highlighting the status of actions planned or taken to address Audit findings related to the CDBG program, other Federal programs as applicable, or other deficiencies noted that could impact non-compliance of the program.

c. Issuing a management decision for applicable audit findings pertaining only to the Federal award.

d. The County is responsible for resolving audit findings specifically related to the CDBG program and not responsible for resolving cross-cutting findings. If a Subrecipient has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (*e.g.,* has been debarred or suspended), the County may rely on the Subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-

up and make management decisions related to cross-cutting findings in accordance with section § 200.513(a)(3)(vii). Such reliance does not eliminate the responsibility of the County to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.

ii. If necessary, the County may perform additional monitoring activities of the Subrecipient including but not limited to:

a. Provide Subrecipients with training and technical assistance on CDBG program- related matters; and

b. Perform on-site reviews of the Subrecipient's CDBG program operations;

c. Arrange for agreed-upon-procedures engagements as described in § 200.425.

**B. Subrecipient Noncompliance**

Subrecipient shall fully and timely cooperate with the County in the performance of any and all monitoring and enforcement activities. Failure by Subrecipient or any of its Subcontractors or Vendors to comply with this requirement is sufficient cause for the County to require special conditions as described in 2 CFR 200.208 and 2 CFR 200.339.

**C. Subrecipient Shall Monitor Its Subcontractors**

Subrecipient shall monitor Subcontractor to ensure that the procurement, receipt, and payment for goods and services comply with Federal statutes, regulations, the terms and conditions of Federal award, and this Agreement and its exhibits. Subrecipient, at a minimum, shall review Subcontractors records and if necessary, perform onsite visits to monitor the activities and expenditures as is reasonable to ensure compliance with applicable CDBG program requirements or as otherwise directed by the County, but in no case less than at least once during the term of this Agreement.

**D.** The activities of any Subcontractor shall be monitored to ensure that grant funds are used only for authorized purposes in compliance with this Agreement, including but not limited to specific program requirements, and that performance goals are achieved as specified in the Work.

**16. Remedies**

**A.** If the County determines, in its sole discretion, that Subrecipient has failed to comply timely with any material obligation under this Agreement, including but not limited to any County directive or term of a corrective action plan, County may, exercise any remedy available to it under this Agreement, applicable law, or otherwise. Such remedies may include, but are not limited to: (a) terminating any part or all of this Agreement; (b) withholding and/or reducing grant funds; (c) disallowing costs; (d) suspending and/or recouping payments; (e) appointing a receiver for the receipt and administration of grant funds under this Agreement; (f) requiring corrective action as it may determine to be appropriate; (g) bringing suit or action in an appropriate forum for the enforcement of this Agreement and any remedy, as well as the recovery of damages, including by temporary restraining order, injunction, specific performance or otherwise; (h) debarring or otherwise limiting Subrecipient’s eligibility for other funding from County; (i) instituting criminal action for misstatements or fraud; and (j) requesting investigation, audit and/or sanction by other governmental bodies.

**B.** The rights and remedies of the County provided in this Section shall not be exclusive and are in addition to any other rights and remedies provided under this Agreement, by law, or otherwise. Except as expressly stated herein, this Section also does not limit Subrecipient's remedies provided under this Agreement, by law, or otherwise, but Subrecipient acknowledges and agrees that any such remedies are subject to Article XI, Section 7 of the Oregon Constitution, the Oregon Tort Claims Act, and the terms and conditions of any other applicable provision of this Agreement.

**C.** No failure or delay by the County to enforce any provision of this Agreement shall constitute a waiver by the County of that or any other provision, nor shall any single or partial exercise of any right, power or privilege under this Agreement preclude any other or further exercise of such right, power or privilege or the exercise of any other right, power, or privilege.

**D.** Remedies provided under this Agreement or otherwise shall survive termination of this Agreement.

**17. Expenditures Properly Supported**

Expenditures and Requests for Funds shall be supported by Subrecipient with properly executed payroll and time records, invoices, contracts, vouchers, orders, canceled checks and/or any other accounting documents pertaining in whole or in part to the Agreement (or in the case of Subcontractors, under their respective contracts with Subrecipient) in accordance with generally accepted accounting principles and applicable State and Federal requirements, including as specified herein. The County may require such other information or clarification as it deems necessary or appropriate in its sole discretion.

**18. Unallowable Costs - Lobbying Activities, Religious Activities**

Subrecipient shall review and comply with the allowable costs and other provisions applicable to expenditures under the grant programs covered by this Agreement. Subrecipient shall, among other obligations, comply with the provisions prohibiting the expenditure of funds for lobbying and related activities whether in 2 CFR 200, or otherwise, as such provisions may be modified from time to time. The subrecipient agrees that funds provided under this agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization. If Subrecipient makes expenditures or incurs costs for purposes or amounts inconsistent with the allowable costs or any other provisions governing expenditures under this Agreement, the County may exercise any and all remedies under this Agreement, at law or otherwise that it deems, in its sole discretion, to be necessary or appropriate.

**19. Disallowance of Costs**

The County neither is responsible for, nor shall it pay for any costs disallowed (a Disallowance of Costs) either upon a Request for Funds or as a result of any audit, review, site visit, or other disallowance action by the County except for costs incurred by Subrecipient solely due to the willful misconduct or gross negligence of the County, its employees, officers, or agents. If a cost is disallowed by the County after reimbursement has occurred, Subrecipient shall repay all disallowed costs to the County upon written notice within the time frame specified by the County, which in no event shall exceed thirty (30) days.

Subrecipient shall cooperate and shall cause its Subcontractors to cooperate with the County and all appropriate investigative agencies and shall assist in recovering invalid payments.

**20. Records Maintenance**

Subrecipient shall, and shall require and cause its Subcontractors to, prepare and maintain such records as necessary for performance of and compliance with the terms of this Agreement, which in no event will be less than six (6) years after the termination of this Agreement.

Subrecipient and its Subcontractors shall retain all records pertinent to expenditures incurred under this Agreement and otherwise in a manner consistent with the requirements of State and Federal law. Notwithstanding the above, if there is litigation, claims, audits, negotiations, or other action that involves any of the records cited, then such records must be retained until final completion of such matters.

**21. Records Access**

The County, State of Oregon, U.S. Treasury, and to any oversight body, including but not limited to Government Accountability Office, Treasury's Office of Inspector General, or any applicable audit agencies of the U.S. Government and the duly authorized representatives of such entities shall have free access to and the right to copy all or any part of the books, documents, papers, audits and records of Subrecipient and its Subcontractors which are related to this Agreement as they deem appropriate, including without limitation, for the purpose of making audit, examination, excerpts, and transcripts and copies. These records are the property of the County who may take possession of them at any time after three (3) business days' notice to Subrecipient or Subcontractor, as the case may be. Subrecipient or Subcontractor may retain copies of all records taken by the County under this Section.

In its Agreements with Subcontractors, Subrecipient shall require and cause its Subcontractors to comply with the requirements of Section 23 and to grant right of access to and ownership by the County of the Subrecipients' books and records related to this Agreement.

**22. Audits**

If Subrecipient expends $750,000 or more in Federal funds (from all sources) in a fiscal year, Subrecipient shall have a single organization-wide audit conducted in accordance with the provisions of guidance at 2 CFR Part 200 Subpart F and other applicable Federal Regulations, if any.

**23. Subcontractor Agreements**

The County shall approve all Subcontractors prior to Subrecipient entering into Subcontractor agreements. Subrecipient shall ensure all Subcontractors are selected through procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, as applicable. Subrecipient shall require and cause its Subcontractors to comply with all applicable provisions of this Agreement and its exhibits between the County and Subrecipient, each of which must be specifically incorporated into the Subcontractor contracts in a manner satisfactory to the County.

Subrecipient shall require and cause that all its Subcontractor agreements related to this Agreement must include language specifying that such agreements are subject to termination upon such a directive to Subrecipient by the County and that the County shall not be liable to any of the parties of that agreement or to other persons for directing that such agreement be terminated.

Subrecipient shall have a written contract with each Subcontractor that is listed in and consistent with the Subrecipient's Work that identifies:

**A.** The services that the Subcontractor must provide related to the project.

**B.** The laws and regulations with which the Subcontractor must comply under the terms of the Agreement (including but not limited to program specific requirements such as eligibility criteria, public policy for protecting civil rights and the environment, Subcontractor government-wide administrative mandates affecting the Subcontractor's accounting and record keeping systems, and local laws imposed by Subrecipient).

**C.** The Subrecipient's and the County' monitoring rights and responsibilities and the methods used by Subrecipient for monitoring.

**D.** A provision to certify that the Subcontractor is an independent contractor and not an agent of the County or of Subrecipient.

**E.** Subrecipient may enter into agreements with Contractors or Subcontractors (collectively, "Subcontracts") for performance of the Project.

Subrecipient shall take all reasonable steps to cause its Contractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the County and its officers, employees and agents ("Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Subrecipient's Contractor or any of the officers, agents, employees or Subcontractors of the Contractor ("Claims"). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the contractor from and against any and all Claims.

**F.** Subrecipient shall include Exhibits B, D, F, and G on all procurement and contract documents and require all contractors or subcontractors to comply.

**24. Insurance Requirements**

Subrecipient's Agency shall provide insurance coverage and limits as described below. All insurance carried by the Agency must be primary to and non-contributory with an insurance, including self-insurance or retentions carried by the County.

**A. Workers Compensation Insurance**. Subrecipient shall comply with ORS 656.017, which requires subject employers to provide Oregon Workers Compensation coverage for all their subject workers. No Workers' Compensation Insurance has been or will be obtained by the County for Subrecipient or Subrecipient's employees and subcontractors. Subrecipient shall provide and maintain Workers' Compensation coverage for its employees, officers, agents, or partners as required by applicable Workers' Compensation laws including employers' liability with limits not less than $500,000 for each.

**B. Commercial General Liability Insurance**. Subrecipient shall at all times carry a Commercial General Liability Insurance policy for at least $1,000,000 per occurrence and at least $2,000,000 in the aggregate per project, for Bodily Injury. Property Damage and Personal Injury. This insurance shall include contractual liability coverage for the indemnity provided under this Agreement.

☒ Required by County ☐ Not Required by County

**C.** **Automobile Liability Insurance**. Subrecipient shall at all times carry automobile liability insurance in the amount of $1,000,000 combined single limit per accident for Bodily Injury and Property Damage for Subrecipient's vehicles, whether owned, hired, or non-owned, which coverage is for Marion County, its agents, officers, elected officials, and employees.

☒ Required by County ☐Not Required by County

**D.** **Professional Liability/Errors and Omissions Insurance.** Subrecipient shall at all times carry a Professional Liability/Errors and Omissions type insurance policy with limits of not less than $1,000,000 each occurrence (or each claim if coverage is afforded on a claim made basis) and $2,000,000 in the annual aggregate. IF this policy is a "claims made" type policy, the policy type and company shall be approved by Marion County prior to commencement of the work.

☐ Required by County ☒ Not Required by County

**E.** **Abuse and Molestation Insurance.** Abuse and molestation insurance as part of the Commercial General Liability policy in a form and when coverage that are satisfactory to the County covering damages arising out of actual or threatened physical abuse, mental injury, sexual molestation, negligent: hiring, employment, supervision, investigation, reporting to proper authorities, and retention of any person for whom the Contractor is responsible including but not limited to Contractor, and Contractor's employees and volunteers. Policy endorsements definition of an insured shall include the Contractor and the Contractors employees and volunteers. Coverage shall be written on an occurrence basis in an amount of not less than $1,000,000 per occurrence. Any annual aggregate limit shall not be less than $3,000,000.

**F.** **Extended Reporting Coverage ("Tail Coverage").** For Professional Liability/Errors & Omissions Insurance written on a "claims made "basis, Subrecipient shall provide "tail" coverage at the completion of the contract for a duration of thirty-six (36) months or continuous "claims made" liability coverage provided for thirty-six (36) months following contract completion. Continuous "claims made" coverage will be acceptable in lieu of "tail" coverage provided the retroactive date of the coverage is on or before the effective date of this Agreement.

**G.** **Bonding**. The Subrecipient shall ensure that every director, officer, employee who is authorized to act on behalf of the Subrecipient for the purpose of receiving or depositing funds into the Subrecipient project accounts or issuing financial documents, checks, or other instruments of payment for projects be bonded or covered under a Commercial Crime policy for protection against loss. The Bond or Commercial Crime policy must be endorsed to add "Client Coverage". The amount of the coverage must be $100,000 or the total amount received by the Subrecipient pursuant to this Agreement, whichever is greater, and must be secured until the entire amount is repaid in accordance with the terms of the Promissory Note and Trust Deed. The Subrecipient shall provide the County with a copy of the bonding instrument, or a certification of coverage form the Bonding Company or Commercial Crime policy issuer.

**H.** **Maximum Deductible/Retention.** Any deductible or retention must be disclosed on the Certificate of Insurance and no deductible or retention may exceed $25,000 without the prior written consent of the County.

**I.** **Additional Insureds**. The County, its agents, officers, elected officials, and employees all while acting in their official capacity as such, must be named as additional insureds on all insurance, other than Worker's Compensation Insurance and Professional Liability Insurance, required under this Agreement.

The additional insured status must includeboth ongoing and completed operations and must be continued for at least 24 months after the project is completed and accepted. Such insurance shall include "cross-liability" coverage as provided under the standards ISO form "Separation of Insured" clause.

**J.** **Proof of Insurance**. The Subrecipient shall deliver to the County, prior to the commencement of the work, a Certificate of Insurance evidencing all policies required by this Agreement including additional insured provisions afforded by the policy. This requirement can be satisfied by providing a copy of the coverage form and/or the endorsement(s).

**K.** **Notice of Cancellation**. There shall be no cancellation, material change, exhaustion of aggregate limits or intent not to renew insurance coverage without 60 days written notice to County. Any failure to comply with this provision will not affect the insurance coverage provided to County. The 60 days' notice of cancellation provision shall be physically endorsed on to the policy.

**L.** **Flood Plain Insurance**. Will be required for any structures built/rehabilitated within the Flood Plain
☐ Required by County ☒ Not Required by County

**M.** **Subcontractor/Subgrantee Insurance**. Subrecipient shall require and verify that all of its Subcontractors or Subgrantees of any tier provide insurance coverage and limits identical to the insurance required of the Subrecipient under this Agreement unless this requirement is expressly modified or waived by the County.

**N.** **Self-Insurance**. If the Subrecipient is self-insured, for any of its insurance requirements herein, it shall submit satisfactory evidence to the County of the terms and conditions of its own insurance coverage. A Certification of Self-Insurance shall constitute compliance with the section.

**O.** **Acceptability of Insurers**. All insurance required pursuant to this section shall be issued by an insurance company or companies doing business in the State of Oregon. Insurance is to be placed with a carrier(s) having a Best's rating of no less than A: VII. Any exception must be approved by the County.

**P.** **Builders Risk Insurance**. In addition to the requirements above, if this Agreement is for a capital project, the following will also be required.

i. During the term of this Agreement, for new construction, the Subrecipient shall or shall require the owner to maintain in force, at its own expense, Builders Risk Insurance on an all-risk form, including earthquake and flood, for an amount equal to the full amount of this Agreement. Such insurance shall be maintained until the facility has reached substantial completion. The Subrecipient shall or shall require Owner to name Marion County as additional insured under the Builder's Risk Insurance Policy and any loss shall be adjusted by the Subrecipient, Owner, and County, as their interests may appear. The Property Insurance deductibles will be no more than $25,000 per occurrence. The Subrecipient shall or shall require the Owner to pay costs not covered because of such deductibles.

ii. Insurance-Reconstruction following Casualty

**Q.** **Maintenance of Insurance.** At its sole cost and expense, the Subrecipient shall or shall require Owner to keep the building and all other improvements on the premises insured throughout the term of this Agreement and the Trust Deed required therein, against loss or damage by fire and such other risks, including earthquake and flood, written on an "All Risk" form on a replacement cost basis, including

coverage for loss or damage due to leakage of sprinkler systems and coverage for loss or damage due to explosion of steam boilers, pressure vessels, oil or gasoline storage tanks or similar apparatus.

**R.** **Insurance Casualties**. Insurance proceeds - In the event of any loss, damage or casualty which is covered by the insurance described in paragraphs (1) and (2) of subsection M, the parties associated with this Agreement shall proceed cooperatively to settle the loss and collect the proceeds of such insurance. Proceeds shall be held in trust by the County (including interest earned by the County on such proceeds) for use in accordance with the terms of this Agreement. The parties recognize that insurance proceeds shall be used for the purpose of repairing and restoring the improvements damaged by the casualty to their former condition or replacement of the same with equivalent or more suitable improvements.

**S.** **Insured Casualties**. Reconstruction - using such insurance proceeds (set forth in paragraph(II) above, the parties shall proceed with reasonable diligence as soon as sufficient funds are available to prepare plans and specifications for, and thereafter carry out, all work necessary: (a) to repair and restore the building and/or improvements on the premises damaged by the casualty to their former condition, or (b) to replace said building and/ or improvements on the premises to a qualify and usefulness for the Project described in the application submitted by the Subrecipient for the CDBG funding and the plans associated therewith, at least equivalent to, or more suitable than, the building and or improvements which were damaged.

Further, it shall be an affirmative obligation of the Subrecipient to notify the County within two (2) business days of the cancellation or substantive change of any insurance policy or endorsement required herein, and failure to do so shall constitute a breach of this Agreement.

The County, in its sole discretion, may waive or modify some or all the insurance required in Section 24 of this Agreement. Any such waiver or modification must be approved in writing by the Risk Manager and or Legal in conjunction with other County departments.

Subrecipient agrees that insurance coverage, whether purchased or by self-insurance, for Subrecipient's agents, employees, officers and/or subcontractors is the sole responsibility of Subrecipient.

**25. Subrecipient Status**

Subrecipient shall perform all work under this Agreement as an Independent Contractor. Subrecipient is not an officer, employee, or agent of the County, with respect to work performed under this Agreement. Subrecipient certifies that it is not employed by or contracting with the Federal Government for the work covered by this Agreement.

**26. Captions**

The captions or headings in this Agreement are for convenience only and in no way define, limit, or describe the scope or intent of any provisions of this Agreement.

**27. Severability**

If any term or provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision thereof.

**28. Execution and Counterparts**

This Agreement may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.

**29. Grant Funds**

Grant funds are used in conjunction with this Agreement. Subrecipient assumes sole liability for breach of the conditions of the grant (including all terms and conditions of this Agreement) by Subrecipient or by any of its Subcontractors, agents or assigns and shall, upon breach of grant conditions that require the County to return funds to the grantor, whether such breach is by Subrecipient or by any of its Subcontractors, agents or assigns, hold harmless and indemnify the County for an amount equal to the grant funds received under this Agreement together with any additional damages resulting to the County; or if there are legal limitations on the indemnification ability of the Subrecipient, the indemnification amount shall be the maximum amount of funds available for expenditure, including any available contingency funds or other available non-appropriated funds, up to the amount of grant funds received under this Agreement.

**30. Indemnity**

Subrecipient shall defend, save, indemnify, and hold harmless the County, its officers, agents, and employees from and against all claims, suits, actions, losses, damages, liabilities, costs and expenses of any nature whatsoever, resulting from, arising out of, or relating to the activities of Subrecipient or its officers, employees, Subcontractors, or agents under this Agreement.

Subrecipient shall have control of the defense and settlement of any claim that is subject to this section. However, neither Subrecipient nor any attorney engaged by Subrecipient shall defend the claim in the name of either County or any department of County, nor purport to act as legal representative of either County or any of its departments, without first receiving from County Legal Counsel authority to act as legal counsel for the County, nor shall Subrecipient settle any claim on behalf of County without the approval of County Legal Counsel. County may, at its election and expense, assume its own defense and settlement.

**31. Subrecipient Procurements**

Subrecipients are responsible for ensuring that any procurement using CDBG funds, or payments under procurement contracts using such funds are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, as applicable. All procurement transactions for property or services must be conducted in a manner providing full and open competition. Subrecipient must ensure adherence to all applicable Local, State, and Federal Procurement Laws and Regulations.

**32. Prevailing Wage**

Per Marion County Adopted CDBG Acquisition and Infrastructure Manual, the Davis Bacon and Related Acts (DBRA) requires all Contractors and Subcontractors performing work on Federal construction contracts or federally assisted contracts in excess of $2,000 to pay their laborers and mechanics not less than the prevailing wage rates and fringe benefits for corresponding classes of laborers and mechanics employed on similar projects in the area. The prevailing wage rates and fringe benefits are determined by the Secretary of Labor for inclusion in covered contracts.

Federal Davis-Bacon Prevailing Wage Rate requirements apply to your project if you are proposing a CDBG-funded project that will involve construction or rehabilitation of a public facility (i.e., a homeless shelter), installation of public improvements to support affordable housing (i.e., street, water/sewer lines), or rehabilitation of multifamily housing containing eight or more assisted units. If it is determined that your project must comply with the Davis Bacon Act Prevailing Wage Laws, the following will apply:

**A.** The prevailing wage rate requirements that may apply to the project are set forth in ORS 279C.800 through 279C.870, the administrative rules promulgated thereunder (OAR Chapter 839, Division 25) and Oregon Laws 2021, chapter 678, section 17 (collectively, state "PWR"), or, if applicable, 40 U.S.C. 3141 et seq. (Federal "Davis-Bacon Act"). If applicable, Subrecipient shall:

i. Comply with Prevailing Wage Rate, require its Contractors and Subcontractors to pay the applicable Prevailing Wage Rate or Davis-Bacon Act rates, as applicable, and to comply with all other Oregon Bureau of Labor and Industries ("BOLI") requirements pursuant to the Prevailing Wage Rate, including on all contracts and subcontracts and in filing separate Public Works Bonds with the Construction Contractors Board;

ii. Pay to BOLI, within the required timeframe and in the appropriate amount, the project fee required by OAR 839-025-0200 to 839-025-0230, including any additional fee that may be owed upon completion of the project; and

iii. Unless exempt under Section 17(2) of Oregon Laws 2021, chapter 678, if Subrecipient is a "Public Body" and the project is a "Qualified Project," as those terms are defined in Section 17(3) of Oregon Laws 2021, chapter 678, Subrecipient shall require each Contactor in a contract with an estimated cost of $200,000 or greater to:

a. Enter into a Project Labor Agreement that, at a minimum, provides for payment of wages at or above the Prevailing Wage Rate;

b. Employ apprentices to perform 15 percent (15%) of the work hours that workers in apprentice able occupations perform under the contract, in a manner consistent with the apprentices' respective apprenticeship training programs;

c. Establish and execute a plan for outreach, recruitment and retention of women, minority individuals and veterans to perform work under the contract, with the aspirational target of having at least 15 percent (15%) of total work hours performed by individuals in one or more of those groups; and

d. Require any Subcontractor engaged by the Contractor to abide by the requirements set forth in subparagraphs (i), (ii) and (iii) above, if the work to be performed under the Subcontract has an estimated cost of $200,000 or greater.

**B.** Subrecipient represents and warrants that it is not on the BOLI current List of Contractors Ineligible to Receive Public Works Contracts and that it will not contract with any contractor on this list.

**C.** Pursuant to ORS 279C.817, Subrecipient may request that the Commissioner of BOLI make a determination about whether the project is a public works on which payment of the Prevailing Wage Rate is required under ORS 279C.840.

**33. Time is of the Essence**

Time is of the essence in the performance of all under this Agreement.

**34. No Limitations on Actions of The County in Exercise of Its Governmental Powers**

Nothing in this Agreement is intended, nor shall it be construed, to in any way limit the actions of the County in the exercise of its governmental powers. It is the express intention of the parties hereto that the County shall retain the full right and ability to exercise its governmental powers with respect to the Subrecipient, the grant funds, and the transactions contemplated by this Agreement to the same extent as if it were a party to this Agreement, and in no event shall the County have any liability in contract arising under this Agreement by virtue of any exercise of its governmental powers.

**35. Amendments**

This Agreement may be amended only by a written instrument executed by the parties or by their successors.

**36. Merger Clause**

This Agreement and attached exhibits constitute the entire Agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement.

No waiver, consent, modification or change of terms of this Agreement shall bind all parties unless in writing and signed by both parties and all necessary County approvals have been obtained. Such waiver, consent, modification, or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of the County to enforce any provision of this Agreement shall not constitute a waiver by the County of that or any other provision.

**37. CERTIFICATIONS AND SIGNATURE OF SUBRECIPIENT'S AUTHORIZED REPRESENTATIVE**

THIS AGREEMENT MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF SUBRECIPIENT.

The undersigned certifies under penalty of perjury both individually and on behalf of Subrecipient that:

**A.** The undersigned is a duly authorized representative of Subrecipient, has been authorized by Subrecipient to make all representations, attestations, and certifications contained in this Agreement and to execute this Agreement on behalf of Subrecipient;

**B.** By signature on this Agreement for Subrecipient, the undersigned hereby certifies under penalty of perjury that the undersigned is authorized to act on behalf of Subrecipient and that Subrecipient is, to the best of the undersigned's knowledge, not in violation of any Oregon Tax Laws. For purposes of this certification, "Oregon Tax Laws" means all tax laws of this State, including but not limited to ORS 305.620 and ORS chapters 316, 317, and 318.

**C.** To the best of the undersigned's knowledge, Subrecipient has not discriminated against and shall not discriminate against minority, women or emerging small business enterprises certified under ORS 200.055 in obtaining any required subcontracts.

**D.** Subrecipient is bound by and shall comply with all requirements, terms and conditions contained in this Agreement; and

**E.** Subrecipient further certifies to having a formal statement of nondiscrimination in employment policy.

# SIGNATURE PAGE

**SUBRECIPIENT, BY EXECUTION OF THIS AGREEMENT, HEREBY ACKNOWLEDGES THAT SUBRECIPIENT HAS READ THIS AGREEMENT, UNDERSTANDS IT, HAS THE LEGAL AUTHORITY TO BIND, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.**

**MARION COUNTY SIGNATURES**
**BOARD OF COMMISSIONERS:**

| | |
|---|---|
| Chair | Date |
| Commissioner | Date |
| Commissioner | Date |

| | | |
|---|---|---|
| Authorized Signature: | | |
| | Community Services Director | Date |
| Authorized Signature: | | |
| | Chief Administrative Officer | Date |
| Reviewed by Signature: | | |
| | Marion County Legal Counsel | Date |
| Reviewed by Signature: | | |
| | Marion County Contracts & Procurement | Date |

**SANTIAM MEMORIAL HOSPITAL:**

Authorized Signature: _____
Date

Title: _____

**Amendment to Exhibit A - The Application**

Santiam Hospital &Clinics
embrace HEALTH

Subject: SH&C 2024-25 CDBG Project Update
Attention: Marion County Board of Commissioners

This letter provides an update on the SH&C 2024-25 CDBG project. We request that the awarded $250,000 be reallocated from the originally proposed Resiliency Center on Pine Street to a subset of project focus, **construction of an Ambulance Bay at 114 SE Church St, Sublimity, OR 97385**. This property is owned by SH&C.

Project Details:
- Funding Use: Preconstruction costs, permitting, fees, assessments, surveys, site evaluation, preparation, excavation, technical development, and potentially initial construction

Purpose & Goals:
This facility will provide climate-controlled housing for ambulances at a site with improved route access, enhancing emergency response efficiency. It will:
- Keep ambulances in a ready state, improving longevity
- Provide work and training space for EMS personnel
- Expand emergency services capacity in Santiam Canyon

Urgency & Need:
The need for a new EMS facility is growing as Santiam Canyon's population expands 41% faster than Marion County overall, according to the 2020 Census. In the past year, three new apartment complexes have already been built in Stayton. Currently, SH&C's EMS team operates from an inadequate makeshift space:
- The existing building is not seismically stable or tall enough to accommodate ambulance vehicles, leaving them exposed to extreme temperatures, falling debris, fires, and vandalism.
- Temperature-sensitive emergency equipment cannot be stored in ambulances, delaying response times.
- Ambulance crew members share bedrooms in a converted manufactured home, which also serves as an office for nine hospital employees.
- The current space does not support regional EMS training, limiting preparedness.
These challenges hinder emergency response efficiency, preparedness, and training, negatively impacting community safety.

Community Impact:
SH&C is a trauma level IV, acute care hospital serving as an anchor institution for Santiam Canyon. As a non-governmental, nonprofit hospital, it does not receive local, state, or federal funding for EMS services, yet provides this essential service.
SH&C's Ambulance Department:
- Responds to 3,200 calls annually across 160+ square miles of rural Marion and Linn counties.
- Provides 911 ambulance coverage and emergent/non-emergent transfers to Santiam Hospital.
- Offers mutual aid over a 1,000-square-mile area, including 15 miles of the hazardous HWY-22 corridor.
Given these factors, we request your support in reallocating the $250,000 toward the construction of this vital Ambulance Bay.

Thank you for your consideration.

Kim Klotz,

Community Benefit and Grant Manager

# Exhibit A - The Application

## FORM A- Project Summary Form

**Project Name: Santiam Hospital & Clinics' Resiliency Center**

**Project Location: 1208 Pine Street, Stayton OR 97383**

**Project Description: Proposal for Constructing Santiam Hospital & Clinics' Resiliency Center**

Santiam Hospital and Clinics seeks funding and inclusion into the 2024-2025 Annual Action Plan for community development, aligning with Marion County Consolidated Plan 2021-2025's Priority Needs and Strategies.

In response to the pressing need for bolstering community resilience against diverse challenges including natural disasters, social crises, and emergencies, we propose the establishment of a Resiliency Center. A resiliency center is a community-based center that provides resources and support to help people and organizations prepare for, respond to, and recover from social, economic, and cultural stressors, disasters, and other challenges. It is a place where people can come together to access resources and services, learn about disaster preparedness, and build relationships with others in the community.

---

**Funds Requested:** **Amount as a Grant: $ 500,000**

**Amount as a Loan: $N/A**

**Applicant:** **Santiam Hospital & Clinics**

**Address:** **1401 North 10th Ave**

**City, State & Zip:** **Stayton, Oregon 97383**

**Website:** **https://santiamhospital.org/**

**UEI Number: PS3GAD3KMP49**

**Contact Person:** **Maggie Hudson, CEO, MBA**

**Phone Number:** **503- 769-2175**

**Email Address:** **mhudson@santiamhospital.org**

**Project Description: Proposal for Constructing Santiam Hospital & Clinics' Resiliency Center**

Santiam Hospital and Clinics seeks funding and inclusion into the 2024-2025 Annual Action Plan for community development, aligning with Marion County Consolidated Plan 2021-2025's Priority Needs and Strategies.

In response to the pressing need for bolstering community resilience against diverse challenges including natural disasters, social crises, and emergencies, we propose the establishment of a Resiliency Center. A resiliency center is a community-based center that provides resources and support to help people and organizations prepare for, respond to, and recover from social, economic, cultural stressors, disasters, and other challenges. It is a place where people can come together to access resources and services, learn about disaster preparedness, and build relationships with others in the community.

**Project Background:**

In 2017, Santiam Hospital established a Service Integration Program that now coordinates with over 200 Organizations. This collaborative effort addresses the social determinants of health across our rural communities, dividing into four teams: North Santiam, Santiam Canyon, Cascade, and Scio, each dedicated to addressing urgent community needs. The trust built by this program enabled Santiam Service Integration to swiftly respond in 2020 to support wildfire disaster relief efforts and continues to assist in case management for individuals rebuilding or relocating through Santiam Disaster Services.

Santiam Service Integration, in collaboration with community-based providers, has created a streamlined model for accessing resources and services, significantly benefiting the communities we serve. It has notably enhanced our discharge planning processes, facilitating purposeful wrap-around services to address the escalating challenges related to behavioral health, substance use, and housing needs among our patients.

Moreover, in 2021, we established a clinic-based Community Health Worker program aimed at aiding patients in accessing social services within the primary care setting. This initiative further strengthens our commitment to comprehensive patient care and support beyond medical treatment. In 2022 Santiam Hospital and Clinics formed a new department named: Integrated Health and Outreach encompassing; Santiam Disaster Services, Community Health and Outreach, Santiam Service Integration, and Care Management of inpatients, allowing for a more streamlined wraparound support for patients and community members of the Santiam Region.

Recently, in partnership with the Willamette Health Council, Santiam Hospital & Clinics engaged in a listening session in Gates, a rural city within our service area. Community feedback emphasized the necessity for a comprehensive resource center to enhance community resilience effectively and eliminate barrier issues such as transportation to Salem located services. We've garnered commitments from various partners interested in co-locating under one roof.

- Oregon Department of Human Services Self-Sufficiency
- Mid-Willamette Valley Community Action Agency
- Santiam Hospital & Clinics Community Health Program
- Santiam Disaster Services
- Santiam Hospital Community Volunteer Outreach Program

- Santiam Service Integration
- Santiam Ambulance Program
- Santiam Hospital Emergency Coordinator
- Multiple other community service providers are interested and will commit as the project begins such as Northwest Senior and Services Disability, Bridgeway, Easter Seals, Fair Housing Council, Goodwill Job Connections and Fortaleza Atravez Barreras.

Additionally, discussions with state, federal, and local authorities have highlighted the need to expand our disaster case management, service integration and community health worker models. This expansion aims to increase our outreach and readiness for future community needs.

Hospital-owned land right across from the Emergency Department has been identified as the spot to build the Community Resiliency Center, where the ambulance program will also be housed. Additionally, Family Building Blocks is constructing a site just a block away, while senior and low-income housing is within easy reach. On-site discharge services for hospital patients will also facilitate safe discharge planning in collaboration with the co-located partners. Cherriots has expressed readiness to establish a bus stop at the hospital on Fir Street and 10th Avenue by May of 2024. With all these factors in place, this location is the most practical and desirable for community service providers and Santiam Hospital and Clinics.

**Objectives:**

1. **Emergency Response Optimization**: Establishing an efficient response system for health emergencies, natural disasters, and community disruptions by housing ambulance quarters and a command center within the Resiliency Center. This will allow for better readiness and rapid deployment for the 160 square mile service area, better shelter and protection of the ambulance fleet, better access to training classrooms for professional education. Our community health team will work alongside our ambulance team in identifying patients with SDOH (Social Determinants of Health) barriers and high utilization of Emergency Department to improve appropriate utilization of emergency services.

2. **Collaborative Partnerships and Resource Accessibility:** Cultivating alliances with local entities—businesses, non-government agencies, and government agencies—to expand resources and optimize community benefits through collective efforts. By housing co-located partners, the centralized hub will streamline access to essential social services, housing resources, and education. This central hub combined with Santiam's Service Integration Program will allow and promote the highest level of collaboration of services amongst community service providers and families/individuals needing support. Santiam has the needed foundation built with our SI program, Disaster Services and Community Health to now pivot into this type of co-located model allowing for efficient and streamlined coordination of care and accessibility.

3. **Inclusive Multi-Purpose & Storage Space and Community Engagement/Outreach**: Creating a diverse and inclusive resource center, ensuring equitable access to information, supplies, and support services for all community members. This versatile meeting space and community education center will foster community engagement and preparedness via workshops, events, and educational programs to enhance communications, preparedness, and resilience. It will also serve as an emergency command center when needed, to include temporary maintenance of

crucial medical equipment during emergencies. Space accommodation will allow for storage of items for Service Integration, outreach event supplies and of emergency supplies. Outreach efforts may include the acquisition of a transportation van to assist community members for medical transport or transport needs related to social determinants of health. SPIRE grant will be submitted in 1/2024 for transport vehicle.

**The project aligns seamlessly with the funding priorities for CDBG and HOME Funds, addressing critical community needs in several key areas:**

**Identified Need: Investment in Vital Community Facilities and Infrastructure**
**Addressing the Need:** The Resiliency Center stands as a crucial community facility that centralizes various service providers, thereby improving access to essential resources and infrastructure. It directly supports the Consolidated 5-year plan's goals to increase access to Vital Community Facilities and Infrastructure and Increase Access to Community Services. Indirectly, it would also support the goals to increase access to affordable housing, encourage economic opportunities, and support program success.

Investment in Public Facilities & Infrastructure Goal Description Funds will be used by this nonprofit to build a new center on owned property to be used for servicing eligible populations, to include seniors, low-income households, and those with Medicaid/Medicare health insurance. In 2023, of 1056 referrals to Santiam CHWs, 31% were from individuals over 65yo, 21% were for housing, 25% for mental health and peer support, 6% for substance use treatment, 15% for food insecurities, and 15% for transportation assistance needs. In addition, there were 312 requests for assistance from the CHWs for OHP assistance, either because of lack of insurance or eligibility issues.

Santiam Service Integration program has encountered a total of 1881 individuals who have either been served via the resource and connections and/or via Service Integration funds. 35% of those households served were for housing assistance. In the 2022-2023 fiscal year, the program saw an increase of 89% of individuals served using Santiam Service Integration funds over the previous year. The current fiscal year shows 64% of the funding requests submitted are for urgent needs, which includes housing. The community's need for services is increasing for transportation as well. Currently this year, 16% of the funding requests coming through are for transportation-related needs. Building a resiliency center with co-located partners would allow those who need access to resources for housing, transportation, utility assistance, and clothing to be met efficiently and timely.

A similar project may be the expansion of Santiam Hospital Emergency Department focused on meeting the current emergency health demands. That project does not incorporate community space nor social service space.

**Identified Need: Co-located Social Resource services and Workforce Development**
**Addressing the Need**: Co-locating service providers within the Resiliency Center enhances accessibility to crucial services for the Santiam Hospital and Clinics service area and fulfills the critical need for a central resource and education center. This project specifically aids low-income individuals and families, and vulnerable populations such as those receiving assistance from public or private agencies that address housing, health, social services, employment, education, senior or youth needs. By coordinating

partners, we may be able to minimize trauma from repeated intakes and enhance service efficiency by decreasing transportation needs and time devoted to accessing services.

Co-located partners will also be able to utilize this center to provide workforce development education and hands-on training. Workforce development skills may include Goodwill Job Connection for resume building, job interviewing, job skills training; Fortaleza Atravez Barreras for peer support, education, and youth support to Latina/o/x individuals; Santiam Scope Medical Lab Technician (MLT) workforce development apprenticeship program for support of participants with barriers and didactic training; and serve as a host site for OCHIN Community Health Worker Internships.

A similar project may be the co-location of limited services at Santiam Outreach Community Center (SOCC), 20 miles from this proposed site. The Santiam Resiliency Center would improve existing services by allowing more space for a greater number of collocated partners and large meeting/educational space that SOCC does not have. The Santiam Resiliency Center will coordinate closely with the SOCC to offer the large education room to host some of their recovery groups, and other classes in. We align well with each other's vision to servicing all the Santiam Region.

**Identified Need: Community Outreach**
**Addressing the Need**: Community Health Workers (CHWs) will continue efforts for community engagement through outreach events to include health fairs, safety events, car seat clinics and facilitating chronic education series. Additionally, our Volunteer Coordinator, housed at the center, will closely collaborate with the Community Health and Service Integration Program to organize various outreach events across the region. Meanwhile, Disaster Case Managers will conduct home visits, aiding survivors in their recovery. Upon fulfilling unmet disaster-related needs, Case Managers will seamlessly transition survivors to appropriate service providers within the center for general not wildfire related social services support if applicable. Case Managers of the hospital will coordinate services closely with the co-located service providers and may conduct home visits in coordination with the other services to get “eyes” on the home coordinating a safe discharge plan with family, patient, physicians, etc.

New potential initiatives are for CHWs to work with paramedics, enabling real-time coordination of services. CHWs may respond to community member calls, assess social needs, and initiate stabilization plans tailored to identified needs. Other new plans at the resiliency center are for community outreach and education on resilience-building topics like fire and earthquake preparedness, car seat clinics, and CPR training.

**Identified Need: Support for Homelessness and Affordable Housing**
**Addressing the Need:** Rural communities are notably affected by barriers including land use planning laws, socio-economic circumstances, lack of available housing inventory, community opposition, and significant increase in housing and construction cost.

The resiliency center extends support to homeless populations by stabilizing housing situations through connection to essential resources. In 2023, of over 1050 referrals to Santiam CHWs, 21% were related to housing or rental assistance and Santiam Service Integration receives requests at a rate of about 35% for housing.

Collocated service providers will be more easily available to hand-off to for addressing suitable living environments, rehabilitating affordable housing for rent or homeownership, providing direct rental assistance, or security deposits and by expanding assess to economic opportunities.

Service providers with housing as their primary mission will be on-site offering services. Mid-Willamette Valley Community Action Agency serves as an example. The agency has agreed to have a representative completing housing assessments, screenings for urgent rental support, and coordination with the Case Management team of the hospital to support the goal of safe discharges for all patients regardless of housing status.

Santiam Hospital advocates for affordable housing and actively participates in aligning goals with Marion County and the Mid-Willamette Valley Homeless Alliance, including increasing the availability of affordable housing and access to community services.

Santiam Hospital participated in the Mid-Willamette Valley Affordable Housing Conference sponsored by the Mid-Willamette Valley Homeless Alliance. This conference provided many opportunities to connect with community partners that are also working on addressing affordable housing / homelessness issues in Marion County.

Santiam Hospital participates in Continuum of Care (COC) meetings of community partners with a common mission of addressing homelessness.

Via City of Stayton and City of Gates, Santiam Hospital participated in an Annual Action Plan Survey conducted to receive input from community partners regarding priorities for eligible activities qualifying for funding through CDBG and HOME programs. The City of Stayton and City of Gates respondent indicated that “programs to improve infrastructure to support affordable housing” was their top priority. Santiam Hospital staff attended the January 19, 2023, Board of Commissioners Work Session as an applicant for CDBG funds.

Santiam Hospital promotes and supports work by CDBG/HOME grantees to include but not limited to Marion County Housing Authority, Family Building Blocks, Habitat for Humanity, Center for Hope and Safety, DevNW, Mid-Willamette Valley Council of Governments, Marion County Health and Human Services, Easter Seals, Cherriots, Family Promise, and United Way of Mid-Willamette Valley.

**Identified Need: Disaster Recovery Efforts**

**Addressing the Need:** The resiliency center’s multipurpose space will function as a command center during emergencies and natural disasters, significantly contributing to coordinating responses and providing respite for affected individuals, supporting disaster recovery efforts. Santiam Hospital Disaster Case Management team remains instrumental in helping citizens access disaster relief funds in the goal of rebuilding the home lost in the 2020 fires. Acting as a command center during emergencies and natural disasters, it will aid in coordinating responses and offering respite for those affected, contributing significantly to disaster recovery efforts. In addition, as we near the closure of the 2020 disaster recovery efforts, the team will pivot to provide disaster preparedness services and education working closely with providers in Marion County as well as Linn County since the Canyon encompasses both

Counties. Disaster partners include Santiam Canyon Long Term Recovery Team, United Way of the Mid-Willamette Valley, Marion County Board of Commissioners, Linn County Board of Commissioners, Oregon Emergency Management, FEMA, and Oregon Department of Human Services, Resiliency Emergency Management.

No known similar projects exist in the area.

**Identified Need: Insufficient structural capacity EMS services and storage.**
**Addressing the Need:** Provide an adequate facility for our fleet of ambulances to be stored safely, ready to respond to emergencies and natural disasters. Currently, the ambulances are stored outside as the new models are too tall for the current structure. Allow for adequate storage of supplies to respond to emergencies and natural disasters. Currently, we have a 10*10 shared storage unit that does not suffice for inventorying items. Enhance risk reduction by addressing the inefficiencies created by having inadequate facilities for emergency response.

No current facility exists presently.

**Identified Need: Community Engagement and Listening to Community Input**
**Addressing the Need:** By fostering community education and engagement, the resiliency center creates avenues for skill-building and training. Will allow for ongoing efforts to increase citizen participation through surveys, public hearings, and community meetings. Collaboration among agencies builds trust and knowledge of each entities' strengths and creates a broader scope of resources. Through coordinated and combined efforts expect improvement in survey response rates. Santiam Hospital supports the Consolidated Plan by actively participating in the consultation process with service providers, cities, and the public, gaining deeper insight into community needs, to include efforts led by Marion County, such as through CHA/CHIP collaborative. In addition, we will continue to participate, and co-host listening sessions with Willamette Health Council and assure representation/participation at listening sessions led by Marion County.

Similar space may be available at the Santiam Center or Stayton Community Center, but these spaces have not been well utilized. They are not centrally located. As mentioned, the resiliency center will be near the hospital, clinics, Family Building Blocks, and senior and low-income housing. The Resiliency Center space will be designed with mindfulness for collaborative meeting and technology needs as well as the hub for the community, which neither the Santiam Center nor Stayton Community Center fulfills entirely.

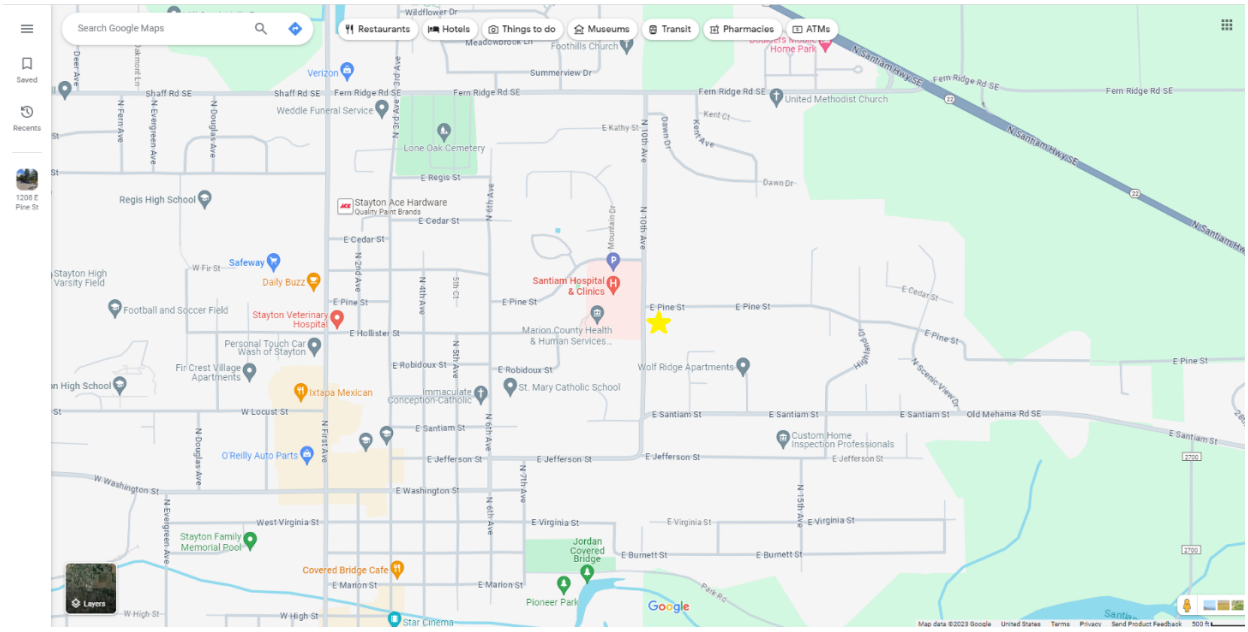
**Long-Term Impact**:

This project's alignment with the funding priorities not only addresses immediate needs but also ensures sustainable, long-term benefits for the community, making it an ideal candidate for CDBG and HOME Funds allocation.

The Resilience Center is poised to create a lasting impact by not only addressing pressing social determinants of health but also bolstering emergency response capabilities. Its comprehensive approach ensures improved long-term outcomes through continuous access to vital resources,

collaborative care initiatives, and ongoing educational support. This combination of immediate relief and sustainable community empowerment positions the project as a vital investment for long-lasting resilience and prosperity.

**Location and Service Area:**




Strategically situated across from Santiam Hospital in Stayton, the Resiliency Center ensures seamless access to vital resources for both patients and general community members. This centralized approach is tailored to include service benefit to seniors and those grappling with social determinants of health, including individuals facing barriers of low to moderate income, to decent housing, suitable living environment and provides expansion of economic opportunities within the Santiam Hospital and Clinics service area. It will be within one block of senior housing, HUD housing, and Family Building Blocks. The Case Management team of the hospital will be right across the street allowing for coordination of care with on-site service providers promoting safe discharges.

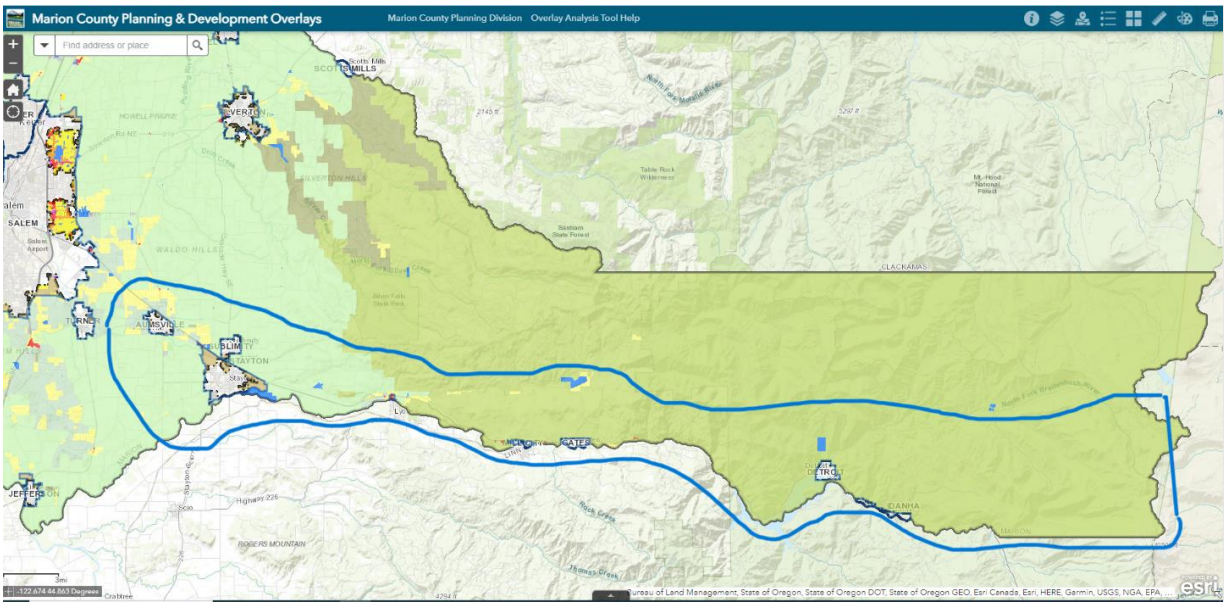
Furthermore, EMS will be housed on the ground level, designed to offer proactive resources and support for disaster preparedness, response, and recovery.

Cherriots has committed that by May of 2024 there will be a bus stop at the location making this ideal for those with transportation barriers (15% of 2023 CHW referrals). The land is owned by the hospital and deemed for public use, allowing for raised funds to be allocated to the construction and not land purchase. Although the building is in Stayton, the service area will be the communities of Detroit, Gates, Idanha, Mill City, Lyons, Mehama, Stayton, Sublimity, Turner, Aumsville and surrounding communities. We will coordinate transportation of patients with Cherriots, SIT (Service Integration Team) members, and will be requesting through SPIRE (State Preparedness and Incident Response Equipment) grant a medical van to transport patients for SDOH needs and medical appointments including to the center if needed.

**Physical description:** 10,000 sq. Ft, 3 story building.

- 1st level floor estimate 2500-3000sq feet plus the ambulance bay. The ground floor would need to include 6 bedrooms, showers, kitchen, office space, and storage. The bays need to be approximately 50x36 ft with an exhaust system.
- The 2nd level would have service provider office space, smaller conference spaces, and a family meeting room for assessments to take place.
- The 3rd level would have service provider office space, meeting space for regional collaboratives and multi-partner planning and an incident command-training/education room.

**Population Served:**



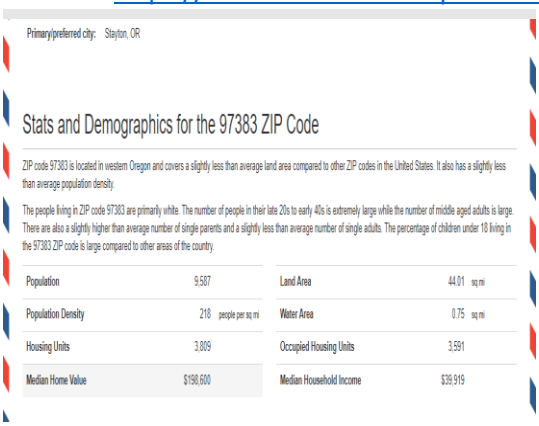

Nestled in the Willamette Valley, Santiam Hospital and Clinics serves over 40,000 people annually to include Stayton, Sublimity, Aumsville, Mill City as well as the smaller communities of Detroit, Idanha, Gates, Lyons, Mehama, Turner, Jefferson, Scio, the unincorporated communities of Marion and Marion-Forks, Linn County and the Santiam Canyon.

The Resiliency Center resides within the urban growth boundaries of Stayton and will serve the same service area regions and population above (outlined in photo). Specific service populations include seniors and low-moderate income households, specifically directing assistance to rural regions of Marion County and the Santiam Canyon. In addition, the hub will support fire affected areas which were prioritized in Consolidated Plan. As detailed in the project description, the Resiliency Center will house and support referrals to agencies that provide direct support for decent housing, suitable living environments, and expansion of economic opportunities.

The number of low- and moderate-income persons to be served by the project are estimated by the physical location of the Resiliency Hub:

Stayton, 97383: median household income of $39,919 , population 9,587

SOURCE: https://www.unitedstateszipcodes.org/97383/#stats



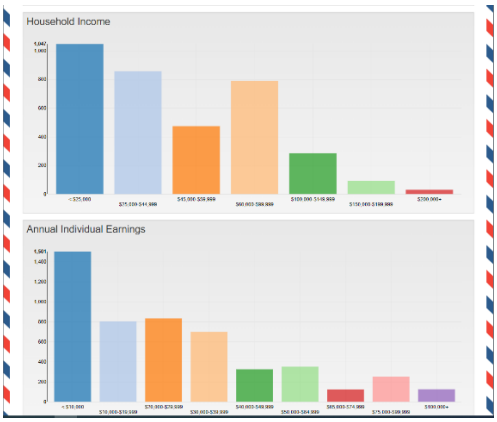
Primary/preferred city: Stayton, OR

## Stats and Demographics for the 97383 ZIP Code

ZIP code 97383 is located in western Oregon and covers a slightly less than average land area compared to other ZIP codes in the United States. It also has a slightly less than average population density.

The people living in ZIP code 97383 are primarily white. The number of people in their late 20s to early 40s is extremely large while the number of middle aged adults is large. There are also a slightly higher than average number of single parents and a slightly less than average number of single adults. The percentage of children under 18 living in the 97383 ZIP code is large compared to other areas of the country.

| | | | |
|---|---|---|---|
| Population | 9,587 | Land Area | 44.01 sq mi |
| Population Density | 218 people per sq mi | Water Area | 0.75 sq mi |
| Housing Units | 3,809 | Occupied Housing Units | 3,591 |
| Median Home Value | $198,600 | Median Household Income | $39,919 |




In efforts to avoid moderate-income individuals from benefiting at the expense of low-income individuals, this project will target assistance to where it is most needed, such as those in rural Santiam Canyon, to reach populations that might have limited access to services or face distinct challenges due to their geographic location; supporting fire-affected areas; providing services through the four Santiam Integration regions to ensure that resources are distributed more equitably across different areas; and focusing on providing referrals to agencies that provide assistance tied to specific criteria.

Determining project benefit and documentation involves several steps to ensure transparency and accuracy in assessing the impact of the project. We will continue to work with regional collaboratives, such as the Canyon Community Health Collaborative, for ongoing needs assessment through surveys, interviews, focus groups and collection of data from target populations. We will also continue to work with regional collaboratives for data collection and analysis, such as through the CHA and CHIP, to identify changes to community needs. Current Service Integration workflow will be used and modified as necessary, it includes measuring number of households assisted, financial status, support needed, resources identified, and valuation of resources provided. Service Integration maintains an ongoing ledger of each Teams' funds and resources provided.

**Project Readiness**

**Implementation Plan/ Proposed Activity Timeline:**
***Pre - award***:

- **Assessment Phase:** Conduct a community needs assessment survey to identify vulnerabilities, concerns, and necessary resources.
    - OSU Community Health Impact Assessment of the Santiam Canyon Date: Fall 2021
    - Gates listening session in coordination with WHC Date: April 2023
    - Interest meeting with Trillium (October 20, 2023). Trillium would be interested in being able to have staff in the center to meet with canyon youth and families.
    - Interest meeting and discussion with Willamette Health Council (WHC) (October 20, 2023); WHC advised the project would be of benefit to the community. Funds committed and further funding to be discussed.
    - Interest meeting with Mid-Willamette Valley Homeless Alliance (October 31, 2023); MWVHA was in support of the effort and will continue to have further collaboration.
    - Interest meeting with Maps Community Foundation (November 2, 2023); MAPS CU encouraged Santiam Integrated Health & Outreach to submit a letter of interest. Letter of Support included.
    - Interest meeting with City of Stayton (November 7, 2023); The City of Stayton confirmed zoning at the proposed site for the center as at 1208 E. Pine is zoned Public. See attached.
    - Interest meeting with the City of Aumsville (November 21, 2023); The City of Aumsville is supportive of the center and encouraged diversity and mental health supports being present in the center.
    - Interest meeting with the City of Lyons (October 31, 2023); The City of Lyons was supportive of the center and hopes that it will assist them with their community needs.
    - Meeting with Oregon Department of Human Services, Office of Resiliency and Emergency Management (October 20, 2023); ODHS OREM encouraged Santiam to apply for a grant that will be coming out in January of 2024. Letter of support included.
    - Presentation at the Canyon Community Health Collaborative (November 14, 2023); The collaborative felt that the center aligns with one of their three goals that were requested by the community, and putting funds towards this project would be appropriate.
    - Collaborative meeting with Marion County Community Services (November 22, 2023); Marion County representatives from community services came out to review the grant guidelines as well as look at the site proposed.
    - Student Survey in partnership with Bryn Mawr Graduate School of Social Work and Social Research: Initial Date 2/2023 and completion date: May 2023
- **Establishment of Hub:**
    - Secure a physical location: Date: Fall 2023 Result: **1208 Pine Street Stayton, OR**
    - Land use processes confirmed: Date: Fall 2023 Result: This property is deemed private for public use by City of Stayton, and was confirmed by Paul Hartmann, Facilities Director for Santiam Hospital and Clinics that we can construct a building. City of Stayton document confirming land use included.
- **Secured partnerships for the development:**
    - Project bid acquired: initial date: 10/10/23 Facility Director of the Hospital contacted Kaufmann Construction

    - Contractor committed: initial date: 10/10/2023 completion date: start within 3 months of securing funds, completion time of 15-18months
    - Kaufmann Construction will complete blueprints once 25% of funds have been secured.
- **Community Outreach:** Launch awareness campaigns, workshops, and training sessions to engage community members and raise awareness of community center services.
- **Partnership Development:** Forge partnerships with local organizations, businesses, emergency services, and government agencies to build a robust support network.
- **Secured partnerships for effective service delivery:** Santiam Hospital & Clinics Community Health Program, Santiam Disaster Services Program, Santiam Hospital Community Volunteer Outreach Program, Santiam Service Integration Team, and Santiam Ambulance Program (EMS) will operate from the Resilience Hub. Co-location partners include the Oregon Department of Human Services Self-Sufficiency Department, and Mid-Willamette Valley Community Action Agency. Our Integrated Health and Outreach (IHO) Director and Ambulance Manager are committed to fostering collaboration between community health and paramedics for the success of this project.

**Financing**
**Budget:**

Funds from CDBG/HOME/ or HOME-ARP would be used towards the clearance, demolition, and removal of current structure and subsequent new construction of a facility that is principally designed to serve this region for social services and other multiple purposes.

Santiam Hospital and Clinics is not able to leverage further loans due to financial constraints and low cash reserves.

Santiam Hospital and Clinics Facility Director, Paul Hartmann, has been performing this work for over 32 years and managed several construction projects. Paul has reviewed the initial plan with Ambulance Manager, Danny Freitag, Melissa Baurer IHO Director, and Chief Operating Officer. The Facility Director contacted the company, Kaufmann Construction that Santiam Hospital and Clinics has partnered with in the past and the project was estimated at $6,000,000 "all in". However, anticipating the need for an exhaust system because of shared ambulance space, technical needs for education-training room, and new right of entry we have the project estimated at a total cost of $8,000,000.
Please see **attachment**: Kaufman preliminary bid

***Pre - award- Current Phase***: Finalize project design and begin land use process, solidify other financial and community-based partners.

***Quarter 1 after project award***: Create construction documents, sign contract with builder, submit for permit with Marion County and being working through permit review process;

***Quarter 2 after project award***: Contractor line up sub-contractors, Santiam Hospital & Clinics to develop continuity of service plan;

***Quarter 3 after project award:*** Begin construction

***Quarter 4 - Quarter 8 after project award***: Complete construction, commission, and open for occupancy

The Design of the 10,000 square foot building will be:

- First level floor estimate for living quarters, ambulance office space, and storage is 2500-3000sq feet. The ground floor would need to include six bedrooms, showers, kitchen, office space, and storage. The bays need to be approximately 50x36 ft. with an exhaust system.
- The second level would have office space, smaller conference spaces, and a family meeting room for assessments to take place.
- The third level would have office space, meeting space for regional collaborative and multi-partner planning and an incident command-training education room.
- Ambulance Program will have separate entry from general services.

Santiam Hospital and Clinics if not awarded funds, would be less likely to gain traction on significant funding opportunities as leverage of supporting funders is needed. We would continue to research and apply for other funding opportunities as they arise because we are committed to establishing and constructing a Community Resiliency Center for our communities.

**FORM B-Budget Form**

Total Project Budget: 8 million

Other Public Funds: pending 4.1 million

Private Funds: pending 1.3 million

Remaining Project Total: 2.6 million

Total Funds Request: $500,000

**Please see Key Partnership and Potential Funding Opportunities in the narrative**

**Other Public Funds Detail:**

| Source | †Secured | †Committed | †Applied for | Use |
|---|---|---|---|---|
| SPIRE grant | | | Submitting 1/2024 | Transport van |
| Seismic Rehab grant | | | Submitting 1/2024 | Anticipate asking for $2,500,000 for construction costs |
| USDA grant | | | TBD timeline | Anticipating asking for $1,000,000 construction costs |
| OREM grant | | | Submitting 2/2024 | Asking for $500,000 construction costs |
| HRSA rural health | | | Submitting 1/2024 | Asking for $100,000 CHW staffing |

**Private Funds Detail:**

| Source | †Secured | †Committed | †Applied for | Use |
|---|---|---|---|---|
| Santiam Hospital Foundation | | | Requesting 3/2024 | Asking for $500,000 + |
| MAPS credit union | | X | Submitting 12/31/23 | Requesting up to $50,000 |
| Ford Family Foundation grant | | | Submitting once we have committed 25% secured | Requesting up to $250,000 |
| Canyon Collaborative Committee in conjunction with WHC | | X Verbally that they will be supporting Santiam Resiliency Center | | Pending approval on amount, requested $500,000 |

† *Check One – Either "Secured", "Committed", or "Applied for"*

**Self-Risk Assessment see attachment**

**Santiam Hospital audit see attachement**

**Project Team**

Santiam Hospital and Clinics is a resilient pillar of health and wellness centrally located in Stayton, Oregon and serving the surrounding areas exemplifying a small, yet robust independent healthcare system deeply rooted in the community. With a legacy dating back to 1953, we have been steadfastly committed to delivering patient-centered care, now touching the lives of over 40,000 individuals annually. On a total 16-acre campus, our 40-bed acute-care facility serves as the center of our healthcare network. Distinguished by our 12 clinics, including six Rural Health Clinics (RHCs), Santiam Hospital and Clinics extends its healing touch to the rural communities of the Santiam Canyon and beyond. Our service area spans across Detroit, Idanha, Gates, Mill City, Lyons, Mehama, Turner, Jefferson, unincorporated Marion and Marion-Forks and surrounding areas. We have experienced significant growth in recent years, prompting an expansion of our Emergency Department to accommodate a remarkable 30% surge in patient volume over the past five years.

Our mission is to provide quality health care to persons suffering from illness, injuries, or disabilities, and to promote the general health and welfare of our community through education, support, and medical services. At the heart of our institution are six core values - compassion, integrity, excellence, unity, pride, and dependability - which serve as the guiding principles steering every aspect of our work. These values empower us to deliver exceptional healthcare while forging enduring connections with our community, embodying the spirit of Santiam Hospital and Clinics.

**Key Project Leaders**

Santiam Hospital & Clinics is ready and committed to moving forward with the fundraising and construction of a Community Resiliency Center. Santiam Hospital and Clinic's Facility Director to oversee the design, development, and construction of the Resilience Center in partnership with City of Stayton and Contractor. Additionally, our Executive Leadership Team (ELT) includes Maggie Hudson, CEO; Tiffanie Pye, COO; Rachael Seeder, CFO; Erin Cramer, Medical Clinic Director; Chris Grinstead, Director of Contracting and Analytics; Dr. Steve Vets, Chief Medical Office; and Sherri Steele, Chief Nursing Officer will coordinate closely with the Melissa Baurer, Integrated Health and Outreach Director on project progress, also a member of the Executive Leadership Team. We anticipate the ELT spending 30 minutes a week reviewing the progress and anticipate the IHO Director allocating 8FTE hours as we secure grants and begin work with the contractor on design. Paul Hartmann, Director of Facilities, to spend 6-8 FTE hours on project planning.

Please see **attachment:** Santiam Hospital Leadership letter of commitment.

Santiam Hospital and Clinics is experienced with managing projects. Santiam Hospital has successfully built and remodeled the Hospital campus over the last 10 years. We built a 3 story Patient tower opening in 2023 as well as remodeling our Orthopedic Office in 2021. Our operational and facility teams have overseen an interior remodel of our Laboratory, Pharmacy (with state-of-the-art Clean Room) and Sleep Lab. Our Chief Financial Officer at the time of the tower expansion was Maggie Hudson, now CEO and she oversaw the financial management of the project which was funded partially by a HUD loan in 2010. Since, our now CFO, Rachael Seeder has had the financial oversight of implementing our sleep lab in 2023, Orthopedic Clinic in 2021, and now currently overseeing the financial management of the Emergency Department Expansion. In addition, our CEO has worked with Santiam Hospital and Clinics for 30 years and our Chief Operating Officer (COO) has worked with Santiam Hospital for 7 years. Both are COO and CEO will be collaborating closely with the IHO Director, Facilities Director and CFO on the implementation of the Community Resiliency Center. Lastly, Santiam Hospital partners with Ken Pasley kdpas@mindspring.com a Construction Manager to manage the contractors.

**Key Partnerships, Letters of Support Included**

- Member of Congress Lori Chaves-DeRemer
- State Representative Ed Diehl
- Willamette Health Council
- United Way of the Mid-Willamette Valley
- Canyon Community Health Collaborative
- Linn County Board of Commissioners
- Oregon Housing and Community Services
- Oregon Department of Human Services, Oregon Resiliency Emergency Management
- Maps Community Foundation
- Mid-Willamette Valley Community Action Agency

**Potential Funding Opportunities**

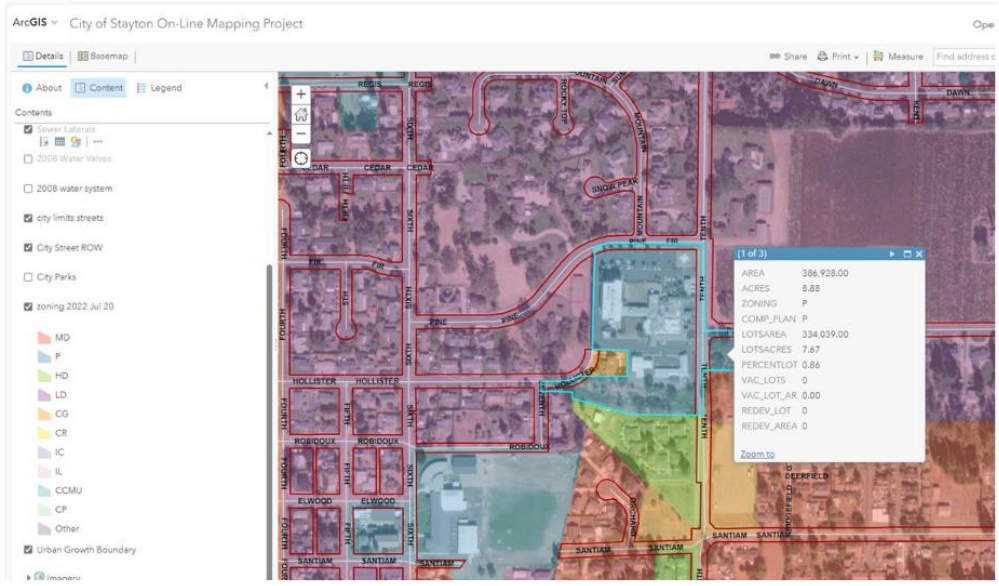
- Willamette Health Council, Canyon Community Health Collaborative- Committee on 12/12/23 confirmed they would like to support the Santiam Resiliency by a vote. We are anticipating up to $500,000.
- Maps Credit Union Foundation- met with Kim Hanson on 11/2/23 and encouraged to submit Letter of Intent by 12/31/23 for up to $50,000
- Mid-Willamette Valley Homeless Alliance- met with on 10/31/23 and encouraged to have further discussions in 2024 on funding opportunities.
- SPIRE Grant Application: Emergency transport van to assist during disasters or community crises and could also function as a hub community transport vehicle during non-emergency periods. Anticipate submitting application one vehicle, 10+ passenger transport vehicle- crew carrier with intercom and headsets/gear storage.
- Seismic Rehab Grant opportunity under review by Santiam Hospital and Clinic Facility Director
- United States Department of Agriculture recently funded Santiam Hospital and Clinics virtual ICU and visited the site in 11/2023 and encouraged Santiam to apply for funds to support the community resilience center. Currently, determining the process and request amount suggested.
- Ford Family Foundation- $250,000 Letter of Intent will be submitted after 25 percent of the project is funded
- Oregon Resiliency Emergency Management we anticipate will be opening the grant cycle for community resiliency hubs in 1/2024. A meeting with them was held on 10/20/23 and they advocated that we submit a request. Santiam will be submitting for $500,000
- Santiam Hospital and Clinics Foundation- IHO Director met with the Foundation Director and will be submitting a proposal to the Foundation Board of Directors to consider this project as one of their priority areas and commit to raising funds in the amount of $500,000 or more.

**Conclusion:** The Resiliency Center project directly addresses multifaceted needs within the rural regions of Marion County. It offers a centralized solution to access critical services, supports disaster recovery, advocates for affordable housing, fosters community engagement, and contributes to economic growth. This initiative is a crucial investment in bolstering community resilience and well-being.

This structured proposal outlines the vision, objectives, and components for an innovative Resiliency Center that combines emergency services, social services, community outreach and disaster services all under one roof. It's a pivotal step toward bolstering community resilience, consolidating resources, and addressing critical needs now, during emergencies, and natural disasters.

Zoning map

Kim – This email is to confirm that they property at 1208 E. Pine is zoned Public/Semi-public. To see a list of uses allowed in that zone, please Click here. If you need anything more formal for the grant application, please contact Jennifer (copied here)




**Julia Hajduk**
Stayton City Manager

*362 N. 3rd Ave*
*Stayton, OR 97383*
*Phone 503-769-3425*

LORI CHAVEZ-DEREMER
3rd District, Oregon

1728 Longworth House Office Building
Washington, DC 20515-3705
(202) 225-5711

62nd High Street
Oregon City, OR 97045
(503) 387-9651

# Congress of the United States
## House of Representatives
### Washington, DC 20515-3705

December 12, 2023

Marcia L. Fudge, Secretary
Department of Housing and Urban Development
451 7th Street, S.W.
Washington, DC 20410

Dear Secretary Fudge,

I write in support of Santiam Hospital & Clinics' application for Community Development Grant (CDBG) funding through the Department of Housing and Urban Development (HUD) for a resiliency center in the Santiam Region.

It is my understanding that the resiliency hub would be a community-based center that provides resources and support to help people and organizations prepare for, respond to, and recover from disasters and other challenges. It will be a place where my constituents can come together to learn about disaster preparedness, access to resources and services, and build relationships in the community.

This center will include cross coordination of services including an ambulance model for addressing the most vulnerable patients. The center will effectively service individuals, families, and organizations in the Santiam Region of Turner, Aumsville, Stayton, Sublimity, Lyons, Mehama, Mill City, Gates, Detroit, Idanha, and surrounding areas.

The Santiam Hospital's Integrated Health and Outreach Department, through its efforts of Service Integration Teams, Community Health Worker program, Case Management program and Disaster Services- work through geographical barriers to coordinate with service providers and community members throughout the rural communities of Marion and Linn Counties to meet the diverse and immediate health and wellbeing needs of the most vulnerable populations.

By securing this federal investment, I understand that the resiliency center would enhance Santiam Hospitals and Clinics as well as the network of service providers coordination of care to community members.

Thank you for giving this grant application full and fair consideration. If you have any questions, please contact Colin Swanson in my district office at Colin.Swanson2@mail.house.gov or (971) 403-4549.

Sincerely,

Lori Chavez-DeRemer

Lori Chavez-DeRemer
Member of Congress

PRINTED ON RECYCLED PAPER

**ED DIEHL**
**STATE REPRESENTATIVE**
DISTRICT 17
MARION/LINN

**HOUSE OF REPRESENTATIVES**

**December 11, 2023**

**Marion County Board of Commissioners**

**Re: Santiam Hospital and Clinics Submission of CDBG Application**

**I write to express full support for the Santiam Hospital & Clinics' Resiliency Center which will encompass cross coordination of services including an ambulance model for addressing the most vulnerable patients. The center will effectively service individuals, families, and organizations in the Santiam Region of Turner, Aumsville, Stayton, Sublimity, Lyons, Mehama, Mill City, Gates, Detroit, Idanha, and surrounding areas.**

**We have witnessed Santiam Hospital's Integrated Health and Outreach Department (Service Integration Teams, Community Health Worker program, Case Management program and Disaster Services) work through geographical barriers to coordinate with service providers and community members throughout the rural communities of Marion and Linn Counties to meet the diverse and immediate health and wellbeing needs of the most vulnerable populations.**

**I believe that the community Resiliency Center will enhance coordination of care to community members through Santiam Hospitals and Clinics as well as through the network of service providers. This project aligns with my priorities of supporting, serving, and strengthening our local communities. This Resiliency Center, where community members and organizations can go to access resources and services in one location as well as learn through the educational opportunities, will be invaluable.**

**I respectfully encourage you to approve Santiam Hospital and Clinics' application and award the grant funding needed to support the continued work of meeting the healthcare and resiliency needs of our communities.**

**With support,**

**Ed Diehl**
**State Representative**
**Oregon House District 17**

Rep.EdDiehl@oregonlegislature.gov - www.oregonlegislature.gov/Diehl
Capitol Address: 900 Court St. NE, Salem, OR 97301 - Phone: (503) 986-1417

December 13, 2023

Willamette Health Council
205 Chemeketa St. NE
Salem, OR 97301

Marion County Board of Commissioners

Re: Santiam Hospital and Clinics Submission of CDBG Application

On behalf of the Willamette Health Council (WHC), I am writing to express support for the Santiam Hospital & Clinics' Resiliency Center, which will enable stronger coordination of health and social care services including an ambulance model in service to the most vulnerable patients. The Center will effectively serve individuals, families, and organizations in the Santiam Region of Turner, Aumsville, Stayton, Sublimity, Lyons, Mehama, Mill City, Gates, Detroit, Idanha, and surrounding areas.

Notably, WHC has awarded Santiam Hospital and Clinics several grants in support of their Community Health Worker Program and broader community health and engagement programs; we have seen these programs work in a coordinated fashion with service providers and community partners to address geographic and related barriers to meet the diverse and immediate health and wellbeing needs of the most vulnerable populations. Santiam Hospital and Clinics is also an active member of the WHC contributing to oversight and governance of the Marion-Polk Coordinated Care Organization; their CEO is our outgoing Treasurer serving on our Board of Directors and Finance Committee. In addition, several Santiam Hospital and Clinics staff members participate in our community committees and workgroups. Santiam Hospital and Clinics has also been a key partner in standing up the new Canyon Community Health Collaborative, convened by WHC, which is actively seeking to make significant investments in the Canyon Region in support of community health and wellbeing.

The Resiliency Center aligns with WHC's mission of improving the health of the Marion-Polk region, and it is our belief that it will enhance Santiam Hospitals and Clinics' ability to coordinate care for community members in concert with local health and social care providers. The Center will undoubtedly be an invaluable resource where community members and local organizations can go to access resources and services in one location as well as learn through educational opportunities.

WHC respectfully encourage you to approve Santiam Hospital and Clinics' application and award the grant funding needed to support their continued work of meeting the health, social care and resiliency needs of our communities.

With support,

Josie Silverman-Méndez, MPH
Deputy Director

12/11/2013

United Way of the Mid-Willamette Valley
455 Bliler Ave NE
Salem, OR 97301

Marion County Board of Commissioners
Re: Santiam Hospital and Clinics Submission of CDBG Application

On behalf of United Way of the Mid-Willamette Valley (UWMWV), we write to express full support for the Santiam Hospital & Clinics' Resiliency Center which includes cross coordination of services including an ambulance model for addressing the most vulnerable patients. The center will effectively service individuals, families, and organizations in the Santiam Region of Turner, Aumsville, Stayton, Sublimity, Lyons, Mehama, Mill City, Gates, Detroit, Idanha, and surrounding areas.

We have witnessed Santiam Hospital's Integrated Health and Outreach Department, through its efforts of Service Integration Teams, Community Health Worker program, Case Management program and Disaster Services work through geographical barriers to coordinate with service providers and community members throughout the rural communities of Marion and Linn Counties to meet the diverse and immediate health and wellbeing needs of the most vulnerable populations.

It is our belief that a Community Resiliency Center would enhance Santiam Hospitals and Clinics as well as the network of service providers coordination of care to community members. This project aligns with UWMWV's priorities of supporting, serving, and strengthening our local communities and it is our belief that this Center where community members and organizations can go to access resources and services in one location as well as learn through the educational opportunities, they will provide, is invaluable.

We respectfully encourage you to approve Santiam Hospital and Clinics' application and award the grant funding needed to support the continued work of meeting the healthcare and resiliency needs of our communities.

With support,

*Rhonda Wolf*

Rhonda Wolf
CEO

12/13/2023

Canyon Community Health Collaborative

Marion County Board of Commissioners

Re: Santiam Hospital and Clinics Submission of CDBG Application

On behalf of The Canyon Community Health Collaborative, which represents a diverse group of community health stakeholders and residents, we write to express full support for the Santiam Hospital & Clinics' Resiliency Center which includes cross coordination of services including an ambulance model for addressing the most vulnerable patients. The center will effectively service individuals, families, and organizations in the Santiam Region of Turner, Aumsville, Stayton, Sublimity, Lyons, Mehama, Mill City, Gates, Detroit, Idanha, and surrounding areas.

We have witnessed Santiam Hospital's Integrated Health and Outreach Department, through its efforts of Service Integration Teams, Community Health Worker program, Case Management program and Disaster Services work through geographical barriers to coordinate with service providers and community members throughout the rural communities of Marion and Linn Counties to meet the diverse and immediate health and wellbeing needs of the most vulnerable populations.

It is our belief that a Community Resiliency Center would enhance Santiam Hospitals and Clinics as well as the network of service providers coordination of care to community members. This project aligns with the Canyon Community Health Collaborative's priorities of supporting, serving, and strengthening our local communities. It is our belief that this Center, where community members and organizations can go to access resources and services in one location as well as learn through the educational opportunities, they will provide, is invaluable.

We respectfully encourage you to approve Santiam Hospital and Clinics' application and award the grant funding needed to support the continued work of meeting the healthcare and resiliency needs of our communities.

With support,

LaRrie Pattyn
Canyon Community Health Collaborative Chair
Community Health Worker, Santiam Hospital

Trisha Kumar
Canyon Community Health Collaborative Staff Support
Community Health Program Manager, Willamette Health Council

# LINN COUNTY BOARD OF COMMISSIONERS

WILL TUCKER
*Commissioner*

SHERRIE SPRENGER
*Commissioner*

ROGER NYQUIST
*Commissioner*

*Linn County Courthouse*
*P.O. Box 100, Albany, Oregon 97321*
*(541) 967-3825 FAX: (541) 926-8228*

***DARRIN L. LANE***
*Administrative Officer*

December 12, 2023

Marion County Board of Commissioners
Re: Santiam Hospital and Clinics Submission of CDBG Application

On behalf of Linn County, we write to express full support of the Santiam Hospital & Clinics' Resiliency Center which includes cross coordination of services, such as, an ambulance model for addressing the most vulnerable patients. The center will effectively service individuals, families and organizations in the Santiam Region of Turner, Aumsville, Stayton, Sublimity, Lyons, Mehama, Mill City, Gates, Detroit, Idanha and surrounding areas.

We have witnessed Santiam Hospital's Integrated Health and Outreach Department through its efforts of Service in Integration Teams, Community Health Worker program, Case Management program and Disaster Services' work through geographical barriers to coordinate with service providers and community members throughout the rural communities of Marion and Linn Counties to meet the diverse and immediate health and well-being needs of the most vulnerable populations. The 2020 wildfires taught us the need to work across boundaries, through organizations and closely with the people we serve.

It is our belief that a Community Resillency Center would enhance Santiam Hospitals and Clinics, as well as, provide the network of service providers coordination of care to community members. This project aligns with Linn County's priorities of supporting, serving and strengthening our local communities. It is our belief that a Center where community members and organizations have access to resources and services in one location, as well as, learn through the educational opportunities is invaluable.

We respectfully encourage you to approve Santiam Hospital and Clinics' application and award the grant funding needed to support the continued work of meeting the healthcare and resiliency needs of our communities.

Sincerely,

**LINN COUNTY BOARD OF COMMISSIONERS**

Roger Nyquist, Chair

William C. Tucker, Vice-Chair

Sherrie Sprenger, Commissioner

Oregon
Tina Kotek, Governor

**Department of Human Services**
*Office of Resilience and Emergency Management*
em.odhs@odhsoha.oregon.gov

Oregon Department of Human Services

October 28, 2023

Dear Sir or Madame:

I write to you in full support of the Santiam Service Integration Team (Santiam SIT). Santiam SIT performed outstanding work with my office in the response and recovery efforts of the Oregon Labor Day 2020 straight-line winds and wildfire disaster and countless other missions since. My office is responsible for providing Emergency Support Function 6 for the State of Oregon; this includes providing emergency sheltering, feeding, and bulk distribution of emergency supplies to Oregonians displaced by disaster. In late 2020 Santiam SIT partnered with us to help the thousands of Oregonians who were evacuated, lost their homes, or otherwise displaced by the 2020 Labor Day wildfires, and they have been strong partners since then.

Santiam SIT conducted in-person disaster case management alongside my staff and made every effort to help people get connected to services and whatever they needed to not only recover from their life-changing losses, but to thrive. Melissa Baurer and her team lead a cutting-edge approach to integrating health care, social services, and community service in a more efficacious and efficient model than any traditional siloed systems. Santiam SIT provides the people of their community a holistic, comprehensive, compassionate, trauma-informed, and person-focused level of care. This leads to a better quality of life and a more resilient community.

Their vision for the new service integration hub will expedite services for the community in ways that will help even more people in the Santiam Canyon. The hub's location across from Santiam Hospital, one block from public and senior housing and Family Building Blocks' new location, will be an ideal proximity to community members who need the most support. Santiam SIT's ambulance/community health model will increase health and security in the Santiam Canyon, addressing the most vulnerable patients who often have the highest social needs.

Santiam SIT's trusted relationships with federal, state, and local leaders are based on Santiam SIT's commitment to person-focused collaboration and coordinated integration of services. Therefore, service providers want to be part of the Santiam SIT success, which ensures the best providers at the hub. I cannot over-state the tremendous positive impact Santiam SIT has made on thousands of lives in their community. I fully endorse their efforts in every way and hope to see this caliber of compassionate integration of services replicated in every community across Oregon. Santiam SIT makes Oregon better.

Sincerely,

Edwin A. Flick

Ed Flick
Director, Office of Resilience and Emergency Management
Oregon Department of Human Services
(503) 307-6038
Edwin.Flick@odhs.oregon.gov

OREGON HOUSING and COMMUNITY SERVICES
725 SUMMER STREET NE, SUITE B | SALEM, OR 97301
503-986-2000 | www.oregon.gov/OHCS

December 12, 2023

Marion County Board of Commissioners
c/o Santiam Hospital

Re: Santiam Hospital and Clinics Submission of CDBG Application

Dear County Commissioners:

On behalf of the Disaster Recovery & Resilience (DRR) Division of OHCS, we write to support the Santiam Hospital & Clinics' Resiliency Center application, which includes cross coordination of services including an ambulance model for addressing the most vulnerable patients. The center will effectively serve individuals, families, and organizations in the Santiam Region of Turner, Aumsville, Stayton, Sublimity, Lyons, Mehama, Mill City, Gates, Detroit, Idanha, and surrounding areas.

We have witnessed Santiam Hospital's Integrated Health and Outreach Department, through its efforts of Service Integration Teams, Community Health Worker program, Case Management program and Disaster Services work through geographical barriers to coordinate with service providers and community members throughout the rural communities of Marion and Linn Counties to meet the diverse and immediate health and wellbeing needs of the most vulnerable populations—including particularly in the context of disaster recovery from the 2020 Labor Day disaster.

A Community Resiliency Center would enhance Santiam Hospitals and Clinics as well as the network of service providers coordination of care to community members. OHCS generally depends on local partners to serve members of the public and I believe this Center could fill an important gap in our collective ability to respond to disasters and emergencies of many kinds.

We respectfully encourage you to strongly consider Santiam Hospital and Clinics' application.

Sincerely,

Ryan Flynn
Director, OHCS Disaster Recovery & Resilience

December 11, 2023

Maps Community Foundation
PO Box 12398
Salem, OR 97309

Re: Santiam Hospital and Clinics Submission of CDBG Application

Dear Marion County Board of Commissioners:

On behalf of Maps Community Foundation, we write to express full support for the Santiam Hospital & Clinics' Resiliency Center which includes cross coordination of services including an ambulance model for addressing the most vulnerable patients. The center will effectively service individuals, families, and organizations in the Santiam Region of Turner, Aumsville, Stayton, Sublimity, Lyons, Mehama, Mill City, Gates, Detroit, Idanha, and surrounding areas.

We have witnessed Santiam Hospital's Integrated Health and Outreach Department, through its efforts of Service Integration Teams, Community Health Worker program, Case Management program and Disaster Services work through geographical barriers to coordinate with service providers and community members throughout the rural communities of Marion and Linn Counties to meet the diverse and immediate health and wellbeing needs of the most vulnerable populations.

It is our belief that a Community Resiliency Center would enhance Santiam Hospitals and Clinics as well as the network of service providers coordination of care to community members. This project aligns with Maps Community Foundation's priorities of supporting, serving, and strengthening our local communities and it is our belief that this Center where community members and organizations can go to access resources and services in one location as well as learn through the educational opportunities, they will provide, is invaluable.

We respectfully encourage you to approve Santiam Hospital and Clinics' application and award the grant funding needed to support the continued work of meeting the healthcare and resiliency needs of our communities.

With support,

Kim Hanson, Executive Director

maps COMMUNITY FOUNDATION
Maps Community Foundation • P.O. Box 12398 • Salem, OR 97309
P 503.588.0181, ext. 5752 • 800.688.0181 • F 503.399.1272 • W mapscu.com

Mid-Willamette Valley
COMMUNITY ACTION

13 December 2023

Mid-Willamette Valley Community Action Agency
2475 Center Street NE
Salem, OR 97301

Marion County Board of Commissioners

Re: Santiam Hospital and Clinics Submission of CDBG Application

On behalf of Community Action, our Board and clients, we write to express full support for the Santiam Hospital & Clinics' Resiliency Center, which includes cross coordination of services including an ambulance model for addressing the most vulnerable patients. The center will effectively service individuals, families, and organizations in the Santiam Region of Turner, Aumsville, Stayton, Sublimity, Lyons, Mehama, Mill City, Gates, Detroit, Idanha, and surrounding areas.

We have witnessed Santiam Hospital's Integrated Health and Outreach Department, through its efforts of Service Integration Teams, Community Health Worker program, Case Management program and Disaster Services work through geographical barriers to coordinate with service providers and community members throughout the rural communities of Marion and Linn Counties to meet the diverse and immediate health and wellbeing needs of the most vulnerable populations.

It is our belief that a Community Resiliency Center would enhance Santiam Hospitals and Clinics as well as the network of service providers coordination of care to community members. This project aligns with MWVCAA's priorities of supporting, serving, and strengthening our local communities and it is our belief that this Center where community members and organizations can go to access resources and services in one location as well as learn through the educational opportunities, they will provide, is invaluable.

We respectfully encourage you to approve Santiam Hospital and Clinics' application and award the grant funding needed to support the continued work of meeting the healthcare and resiliency needs of our communities.

Respectfully,

Jimmy Jones
Executive Director

# Marion County Subrecipient Risk Self-Assessment

| | |
|---|---|
| Date: | 12/10/2023 |
| Name of Entity: | Santiam Hospital and Clinics |
| Name of Project: | Community Resiliency Center |
| Name of Entity Representative Completing Form*: | Rachael Seeder |
| Position Title of Entity Representative Completing Form: | Chief Financial Officer |
| CMS # (Marion County to complete): | |
| System of Award Management (SAM) or Unique Entity ID #: | |

| # | Assessment Questions | Yes | No | N/A |
|---|---|---|---|---|
| **EXPERIENCE ASSESSMENT** | | | | |
| 1 | Is your entity new to operating or managing federal funds (has not done so within the past three years)? | | X | |
| 2 | Is this funding source new for your entity? | X | | |
| 3 | Does your staff assigned to the project have experience with federal funds? | X | | |
| **MONITORING/AUDIT ASSESSMENT** | | | | |
| 4 | Has your entity had an on-site project or grant review from an external entity (e.g. DOJ, CDBG, State) within the last three years? | X | | |
| 5 | Were there non-compliance issues in the prior review? | | | X |
| | *If yes, use the comment section below to explain the number and extend of the issues regarding the question above.* | | | |
| **OPERATION ASSESSMENT** | | | | |
| 6 | Does your entity have a time and effort reporting system in place that accurately reflects the work performed by employees and can support the distribution of employee's salary and wages among the activities on the federal project? (2 CFR 200.430) | X | | |
| | *If no, in the comment section please explain how you intend to document the actual effort or hours worked by employees on the federally funded project?* | | | |
| **FINANCIAL ASSESSMENT** | | | | |
| 7 | a) Does your entity have an indirect cost rate that is approved and current? | | | |
| | b) Or do you elect the 10% de minimis rate? | X | | |
| 8 | Have you operated grants that require a local or non-federal match? | X | | |
| 9 | Do you have a system to track matching requirements for reporting purposes? | X | | |
| **FINANCIAL STATEMENT & SINGLE AUDIT** | | | | |
| 10a | Was a financial statement audit conducted for your most recent fiscal year? | X | | |
| | *YES = please submit a copy of your most recent financial statement audit.*<br>*NO = skip this next section and continue to #19* | | | |
| 10b | If yes to #10a, were there any financial statement audit findings for the most recent audit? | | X | |
| | *If yes, either attach a statement describing the corrective action or resolution of the finding(s) or provide a comment below.* | | | |
| 11a | Has your entity expended a combined total of $750,000 or more in federal awards during the most recent fiscal year? | X | | |
| | *YES = please submit a copy of your most recent single audit.*<br>*NO = skip this next section and continue to #19* | | | |
| 11b | If yes to #11a, did your entity submit the required audit report to the Federal Audit Clearinghouse (https://facweb.census.gov/uploadpdf.aspx)? | X | | |

**Marion County Subrecipient Risk Self-Assessment**

| | |
|---|---|
| Date: | 12/10/2023 |
| Name of Entity: | Santiam Hospital and Clinics |
| Name of Project: | Community Resiliency Center |
| Name of Entity Representative Completing Form*: | Rachael Seeder |
| Position Title of Entity Representative Completing Form: | Chief Financial Officer |
| CMS # (Marion County to complete): | |
| System of Award Management (SAM) or Unique Entity ID #: | |

| # | Assessment Questions | Yes | No | N/A |
|---|---|---|---|---|
| **SINGLE AUDIT - DEFICIENCIES FOUND - COMPLETE THIS SECTION** | | | | |
| 12 | Were there findings cited in the most recent single audit report? *(If no, skip to #19)* | | X | |
| 13 | If yes, were any of the findings listed as material weaknesses? | | | X |
| 14 | If yes, were any of the findings listed as significant deficiencies? | | | X |
| 15 | Were any findings listed as noncompliance over federal programs? | | X | |
| 16 | Were there any program findings that had questioned or unallowed costs? | | X | |
| | *If yes, attach a statement describing the corrective action or resolution of the finding(s) or provide a comment below.* | | | |
| 17 | If there was a program-specific audit conducted that resulted in audit findings in the last two years, have those issues been resolved? | | | X |
| | *If no, attach a statement describing the plan to address the audit findings or comment below.* | | | |
| 18 | Have all audit findings and/or questioned costs (if any) from current and prior two years been resolved? | | | X |
| | *If no, attach a statement describing the resolution of the finding(s) or provide comment below.* | | | |
| **INTERNAL CONTROLS ASSESSMENT** | | | | |
| 19 | Has your entity had any significant changes in key personnel or accounting system(s) in the last year? *(e.g. Controller, Exec Director, Project Mgr., Accounting Mgr., Program Mgr., etc.)* | | X | |
| | *If yes, in the comment section, please identify the accounting system(s), and/or list personnel positions and identify any that are vacant.* | | | |
| 20 | Does your entity have financial procedures and controls in place to accommodate a federally funded project? | X | | |
| 21 | Does your accounting system have the ability to track revenue and expenditures of project funds separately for each federal award? | X | | |
| | *If no, in the comments section below, explain the process and/or procedures your entity will use to track federal projects separately.* | | | |
| 22 | Does your accounting system have internal controls to ensure actual expenditures do not exceed budget? | | X | |
| | *If no, in the comments section below, explain the process and/or procedures your entity will use to ensure these costs do not exceed budget.* | | | |
| 23 | Does your entity have a review process for all expenditures that will ensure that all costs are reasonable, allowable and allocated correctly to each funding source and comply with federal requirements? | X | | |
| | *If yes, in the comment section please explain your current process for reviewing costs.* | | | |
| 24 | Is there an adequate segregation of financial and accounting duties within your entity? | X | | |
| | *For example -segregation of duties would be different individuals for the cash receipt and cash disbursement process. If adequate segregation of duties does not exist, please explain in the comment section what controls the entity has in place to mitigate any potential risk of noncompliance or asset misuse.* | | | |

**Marion County Subrecipient Risk Self-Assessment**

| | |
|---|---|
| Date: | 12/10/2023 |
| Name of Entity: | Santiam Hospital and Clinics |
| Name of Project: | Community Resiliency Center |
| Name of Entity Representative Completing Form*: | Rachael Seeder |
| Position Title of Entity Representative Completing Form: | Chief Financial Officer |
| CMS # (Marion County to complete): | |
| System of Award Management (SAM) or Unique Entity ID #: | |

| # | Assessment Questions | Yes | No | N/A |
|---|---|---|---|---|
| **COMPLIANCE & PROJECT MANAGEMENT ASSESSMENT** | | | | |
| 25 | Does your entity have a policy regarding compliance with 2 CFR 200, Conflict of Interest? | X | | |
| | *If no, federal grant agreements includes recital regarding compliance with 2 CFR 200.318 (c) and entity attests to adhering to federal conflict of interest requirements.* | | | |
| 26 | Has your entity had any violations of federal criminal law involving fraud, bribery, and/or gratuity violations potentially affecting an award? See response options listed below. | | X | |
| | ***YES** = Entity has had one or more violation(s) and has either 1) disclosed violation to Marion County, or 2) will disclose as part of this form in the comments below.* | | | |
| | ***NO** = Entity has had a violation(s), but corrective action was taken, or entity has had no violations.* | | | |
| 27 | Does your entity have personnel with experience or skills to effectively manage federal projects? | X | | |
| | *If yes, please submit detailed information on key personnel with this form.* | | | |
| | *If no, is your entity contracting with an organization to oversee and manage federal project?* | | | |
| 28 | Is your staff familiar with the Uniform Guidance and applicable federal compliance requirements (i.e. 2 CFR 200)? Specifically: | | | |
| | a) Federal procurement methods & thresholds (200.317-.327) | X | | |
| | b) Audit requirements (200.508-.512) | X | | |
| | c) Financial management and Internal Controls over Federal Awards (200.302) | X | | |
| | d) Allowable Costs Subpart E (200.400) specifically written procedures or processes over personnel compensation charged to awards (200.430) | X | | |
| **PROPERTY & CAPITAL PROJECTS MANAGEMENT** | | | | |
| 29 | Does your entity have a property management system in place to provide & track property or equipment purchased with federal awards such as: description, identification number, acquisition date, location, and ultimate disposition information? (2 CFR 200.313) | X | | |
| 30 | Does your entity have an inventory process or procedures for capital projects/equipment that is purchased with federal awards? (2 CFR 200.313 (d)(2)) | X | | |
| | *If no, please provide comment on how your entity will ensure compliance with capital and property compliance requirements.* | | | |
| 31 | Is your entity subcontracting any of this capital project work? | | X | |
| | *If yes, does your entity have policies/procedures in place for contracting in compliance with 2 CFR 200.317-200.327 federal procurement requirements? If no, please describe in the comments section how your entity will ensure compliance with procurement requirements.* | | | |
| 32 | If this is a construction project, is your entity knowledgeable with Davis-Bacon Act (prevailing wage) requirements? (2 CFR 200 Appendix II (D)) | X | | |
| | ***(A)** = If the project is funded solely with ARPA/CSLFRF funds, Davis Bacon (prevailing wage) requirements do not apply (per FAQ 6.17). Please mark N/A. If the project has combined funding, Davis Bacon Act applies - please mark Yes or No.* | | | |
| | *If no, please provide comment on how your entity will ensure compliance with Davis Bacon (prevailing wage) compliance requirements.* | | | |

**Marion County Subrecipient Risk Self-Assessment**

| | |
|---|---|
| Date: | 12/10/2023 |
| Name of Entity: | Santiam Hospital and Clinics |
| Name of Project: | Community Resiliency Center |
| Name of Entity Representative Completing Form*: | Rachael Seeder |
| Position Title of Entity Representative Completing Form: | Chief Financial Officer |
| CMS # (Marion County to complete): | |
| System of Award Management (SAM) or Unique Entity ID #: | |

| # | Assessment Questions | Yes | No | N/A |
|---|---|---|---|---|
| ***Comments*** *- As needed, include the question number and provide comments related to the above question. Insert additional rows as needed.* | | | | |
| Question 22: grant reviews are presently done on a quarterly basis to review drawdowns. | | | | |

**By completing this form, Entity Representative certifies and attests that, to the best of my knowledge, all information provided in this form is true and accurate.*

| ***Marion County will complete this section*** |
|---|
| Grant Reviewer: |
| Grant Reviewer Title: |
| Date Completed: |
| Review Comments & Assessment: |

Scope of Work
Re: Santiam Resiliency Center
Updated: 9-20-24

**Primary Goal:** Develop a community resiliency center that provides resources and support to primarily help low-to moderate income households/individuals and organizations prepare for, respond to, and recover from disasters and other challenges. It is a place where people can come together to learn about disaster preparedness, access resources and services, and build relationships with others in the community.

Santiam resiliency center will have co-service providers including ODHS, MWCAA, Behavioral Health, Early Learning, Social Service providers, etc., located in the City of Stayton serving as a one-stop model for the community where primarily low-to moderate income households can access services and education at one location. However, this center will serve those of all income, we have service integration data and community health data that supports the prediction that most households coming in for social need support will be those of low to moderate income. Many of the programs like ODHS and Community Action agency has income limits supporting the expectation that largely those served will be low income.

Having the center will aid us in enhancing our scope of providing disaster recovery services and public health services while supporting the growth of a resilient community. The center will do this by offering a variety of educational opportunities for community members and service providers. Education specifically geared towards stabilizing one's health like diabetes, heart, mental and behavioral health classes and coping with dementia are examples. Further, there will be educational opportunities on disaster preparedness such as assembly your to-go bag, evacuation route planning, fire hardening, and defensible space. The workforce development opportunities via classes, internship programs, and on-site training will strengthen the community members by increasing employment readiness and growth. The cooking instructional classes will assist families and seniors with how to cook with nutritional value while living on a fixed or limited income. Our wellness and safety component of the center offering car seat safety clinics, bike helmet fittings, CPR classes, etc. will help community members feel safer at home in their settings. The resiliency center will be a community center, recognizing the cultures of the Santiam Region and celebrating each other. Through the services and support provided, the community will build closer relationships, trust one another and learn from each other while building a resilient community.

Further, our team has been recognized for best practice and a model to follow because we have a resilient network in place prior to the fire and now via our Service Integration program. We have been able to maintain but we have not been able to enhance or grow our efforts. When we have the Santiam Resiliency Center coupled with our resilient network, we will have the infrastructure needed to build and expand our program. Our resources and energy can be redirected to furthering our education, preparedness, relationship building and expansion of services efforts. In the event of another community crisis like we experienced with the pandemic and the wildfires we will have a building that is a community center, well known by the members of the community that feels welcoming, inviting, and safe. Disaster recovery partners will have a known place to mobilize and coordinate disaster relief efforts from. Ample emergency storage and service providers in one location will allow for more efficient and speedy responses to community crisis/disasters and recovery wraparound support services. The center acting as the hub will be able to distribute

emergency supplies to the caches in the surrounding communities of Turner to Idanha and Sublimity to Scio.

**Grant Funds Purpose:** 92 % Pre-construction costs associated with the build of the Santiam Resiliency Center. WHC grant funds will cover remainder.

| | | |
|---|---|---|
| Architectural, Structural, Civil, Landscape Engineering | 7.00% | $217,000 |
| Geotechnical engineering, test holes | | $16,500 |
| Geotechnical Water Monitoring per city requirements, one year | | $4,500 |
| Topo Surveying & existing utilities identification | | $12,500 |
| 1200 C Permit - Depending on Site location | | $5,000 |
| Pre-Application meeting City of Stayton | | $400 |
| Application that requires only staff review | | $900 |
| Application requiring Planning commission Hearing | | $1,700 |
| Preconstruction Services (White Oak) Coordination of Preconstruction team | | $8,500 |
| Total estimated preconstruction costs | | **$267,000** |

*This is preliminary. Firm pricing will be given when we have engineering and architectural plans.*

**Timeline:** This is dependent on purchase of the land, located across from 930 W Washington Street Stayton, OR 97383. We are in current conversation with White Oak, the broker of this property, Jordan Truitt and the owner. The owner is considering a donation of land or reducing the cost. We also have a service provider interested in supporting the purchase of the land. With this said, we are in weekly communication and goal to finalize land securement by Fall of 2024. Once we secure the land, White Oak Construction will begin immediately on all pre-construction tasks.

Per White Oak Construction:

Architectural Plans, Structural Engineering, Civil Engineering, Landscape Engineering

Approx. 1 year- includes the following each step breakdown

- Preliminary plans 2-3 months
- Civil Finalized plans 1 month
- Land Use 4-6 months
- Civil Site Design review 2-3 months

Structural Building Permit 2-3 months (permit Issued)

Geotechnical Engineering including test holes

2 months, starts right away

Water Monitoring per city requirements

One year, to be run concurrently with design

TOPO surveying and existing utilities identification

4-6 weeks, starts right away

1200-C Permit

1 month, apply once civil design is completed

Pre-application meeting City of Stayton

ASAP, 1 month

Application that requires only staff review

During design process

Application requiring Planning commission hearing

During design process

Preconstruction Services (White Oak) Coordination of preconstruction team

1 year- Design through permit issue

**Manager of the Project:** Melissa Baurer, Director of Integrated Health and Outreach, Santiam Hospital & Clinics and Paul Hartman, Director of Facilities, Santiam Hospital & Clinics.

**Exhibit B -**

**APPENDIX II TO PART 200-CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS**

(A) Contracts for more than the simplified acquisition threshold currently set at $150,000, which is the inflation adjusted amount determined by the Civilian County Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of $10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "Federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or Subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report a11 suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or Subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or Subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended-Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)-A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the 0MB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)-Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in

connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See §200.322 Domestic preference for procurements.

(K) Audit Requirements of 2 CFR §200.SXX (Subpart F)

i. Subrecipient must comply, and require any subcontractor to comply, with applicable audit requirements and responsibilities set forth in this Agreement and applicable state or Federal law.

ii. If Subrecipient expends Federal awards in excess of$750,000 in a fiscal year, Subrecipient is subject to audit conducted in accordance with the provisions of 2 CFR part 200, subpart F. Copies of all audits must be submitted to the County within 30 days of completion.

iii. Subrecipient must save, protect and hold harmless the County from the cost of any audits or special investigations performed by the Secretary of State with respect to the funds expended under this Agreement. Subrecipient acknowledges and agrees that any audit costs incurred by Subrecipient as a result of allegations of fraud, waste or abuse are ineligible for reimbursement under this or any other agreement between Subrecipient and the County.

(L) System for Award Management. Subrecipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at https://www.sam.gov. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM. Subrecipient must also comply with applicable restrictions on subawards ("subgrants") to first tier subcontractors (first-tier "Subcontractors"), including restrictions on subawards to entities that do not acquire and provide (to the County) the unique entity identifier required for SAM registration.

(M) Whistleblower Protection Act. Subrecipient must comply and ensure the compliance by subcontractors, with 41U.S.C. 4712, Program for Enhancement of Employee Whistleblower Protection. Subrecipient must inform subcontractors, contractors and employees, in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC§ 4712.

(N) See§ 200.216 Prohibition of certain telecommunications and video surveillance services or equipment.

(0) See § 200.323 Procurement of recovered materials.

(P) Recordkeeping Requirements. Subrecipient must maintain records and financial documents for five years after all funds have been expended or returned to the County. The County may request transfer of records of long-term value at the end of such period. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats.

Subrecipient must agree to provide or make available such records to the County upon request, and to the Government Accountability Office ("GAO"), U.S. Treasury's Office of lnspector General ("OIG"), and their authorized representative in order to conduct audits or other investigations.

(Q) Civil Rights Compliance. Recipients of Federal financial assistance from the U.S. Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the U.S. Treasury do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Subrecipient's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Subrecipient's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Subrecipient implementing regulations at 31 CFR part 23.

In order to carry out its enforcement responsibilities under Title VI of the Civil Rights Act, U.S. Treasury will collect and review information from non-Tribal recipients to ascertain their compliance with the applicable requirements before and after providing financial assistance. U.S. Treasury's implementing regulations, 31 CFR part 22, and the Department of Justice (DOJ) regulations, Coordination of Non-discrimination in Federally Assisted Programs, 28 CFR part 42, provide for the collection of data and information from recipients (see 28 CFR 42.406). U.S. Treasury may request that recipients submit data for post-award compliance reviews, including information such as a narrative describing their Title VI compliance status. This collection does not apply to Tribal governments.

(R) Real Property, Equipment and Other Capital Expenditures. County shall, and shall cause its Subrecipients to, maintain policies and procedures for the management of property and equipment that comply with all requirements of the applicable Uniform Guidance at 2 CFR Part 200, Subpart D, 2 CFR Part 200.310-200.316 and 200.439, and specific requirements of the source of funds. These regulations shall apply to all real property, equipment, and other capital expenditures purchased with the Federal funding.

(S) The use of lead-based paint on any interior or exterior surface is prohibited. For properties constructed prior to 1978, the construction work performed under this contract is subject to the Lead-Based Paint Regulations adopted by the Department of Housing and Urban Development (24 CFR Part 35) and by the State of Oregon (OAR 333.069). Section 3 of the Housing and Community Development Act (Applicable to contracts/subcontracts of $100,000 or more when the recipient received a total of $200,000 or more in Federal funding.) In hiring or soliciting businesses for goods, services or other types of work, consideration must be given to local residents and firms. The work to be performed under this contract is a project assisted under a program providing direct Federal financial assistance from the U.S. Department of

Housing and Urban Development and is subjected to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 USC l 70(1)(u). Section 3 requires that to the greatest extent feasible, opportunities for training and employment be given to lower income persons residing in the project's County, and contracts for work in connection with the project be awarded to eligible business concerns which are located, or owned in substantial part by persons residing, in the project County.

(T) Projects funded with HOME must meet HUD Section 8 Housing Quality Standards (24 CFR 982.401) upon completion of the assisted project. Examples of repairs that would need to be addressed include inadequate plumbing, heating, or electrical systems or failing structural components. Recipients of Federal funds shall be responsible for an initial determination, with the review and approval of the Community Development Division staff, of the scope of work to be performed at the project site. An initial HQS inspection is recommended to determine deficiencies that will need to be included in the scope of work. At a minimum, the scope of work to be performed on a property must correct any HQS deficiencies upon project completion. The project contractor(s) are required to adhere to all applicable building codes and either the owner or the contractor(s) shall obtain all required building permits. Where permits are required, documentation that all work has passed final inspections must be provided prior to final payment to the contractor(s).

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75888, Dec. 19, 2014; 85 FR 49577, Aug. 13,2020]

# Exhibit C –

## Federal Funding Information For Subrecipients As Required By 2 CFR200.331(a)[1]

| | |
|---|---|
| **1. Federal Award Identification** | |
| (i) Subrecipient Name: | Santiam Memorial Hospital |
| (ii) Unique Entity ID#: | PS3GAD3KMP49 |
| (iii) Federal Award Identification Number (FAIN): | N/A |
| (iv) Federal Award Date: | July 1, 2024 |
| (v) Subaward Period of Performance (Start & End Date): | July 1, 2024-June 30, 2027 |
| (vi) Federal Funding Obligation | |
| a) Total Amount of Federal Funds Obligated by this Agreement: a.1) | $250,000.00 |
| a.2) | |
| a.3) | |
| a.4) | |
| b) Total Amount of Federal Funds Obligated to Subrecipient by Pass-Through Entity (PTE), including this agreement: | |
| c) Total Amount of Federal **Award** committed to Subrecipient by PTE | $250,000.00 |
| (vii) Federal **Award** Project Description: | |
| (viii) Identify the following: | |
| a) Federal awarding agency | U.S Housing & Urban Development |
| b) Pass-Through Entity, | Marion County |
| c) Contact info for awarding official: | Kevin Cameron, Danielle Bethell, Colm Willis |
| (ix) Identify Program Information | |
| a) Catalog of Federal Domestic Assistance (CFDA) #: | 14.218 |
| b) Program Name: | CDBG |
| c) Is the award Research & Development? (Yes/No) | No |
| d) Indirect Cost Rate for Federal award: | **N/A** |
| **2. Subrecipient Indirect Cost Rate** | |
| Indirect cost rate passed through to subrecipient: | **N/A** |
| **3. Additional Requirements or Comments (if any)** | |
| *Identify in this section additional conditions concerning closeout of award or required financial/performance reports or any other comments regarding the federal award. If no additional information is necessary, please delete this section or mark NIA.* | |

[1]Subrecipient will comply with Federal statutes, regulations and terms and conditions of the Federal award in accordance with 2 CFR 200.331 (a)(2). Subrecipient will permit the pass-through entity and auditors to have access to subrecipient's records and financial statements as necessary for the PTE to meet requirements of 2 CFR 200.331 (a)(S). Subrecipient will also permit the pass-through entity to have access to subrecipient's records for monitoring the activities of the subrecipient, as necessary, to ensure that the subaward is used for the authorized purposes. Such monitoring will include reviewing the financial and performance reports required by the pass-through entity as well as following up and ensuring the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient in order to meet the requirements of 2 CFR 200.331(d).

## Exhibit D

## Federal Funding Accountability and Transparency Act (FFATA) Certification*

**Organization Name:** Santiam Memorial Hospital **CMS Number:** CS-6187-24

**Did your organization have a gross income, from all sources, of less than $300,000 in your previous tax year?**

☐ Yes (Skip questions "A" and "B" and finish the certification)

■ No (Proceed to questions "A" and "B")

**A. Certification Regarding and Amount of Annual Gross Revenue from Federal Awards**

Did your organization (1) receive 80% or more of its annual gross revenue **AND** (2) $25 million or more from federal awards and contracts during the preceding fiscal year?

☐ Yes **If "Yes,"** proceed to question **"B".**

■ No **If "No," skip** question "B" and finish the certification.

**B. Certification Regarding Public Access to Compensation Information**

Does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1034 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

☐ Yes If "Yes," where can this information be accessed?

☐ No If "No," you must provide the names and total compensation of the top five highly compensated executives below. (For example, John Blum: $500,000; Mary Redd: $50,000; etc.).

| | | |
|---|---|---|
| 1 | | $ |
| 2 | | $ |
| 3 | | $ |
| 4 | | $ |
| 5 | | $ |

***As the duly authorized representative (Signor) for the Organization, I hereby certify that the statements made by me in this certification form are true, complete, and correct to the best of my knowledge.***

Rachael Seeder — **Print Name of Authorized Representative**

CFO — **Print Title of Authorized Representative**

Rachael Seeder — **Signature of Authorized Representative**

9-30-24 — **Date**

**Exhibit F-**
**Section 3 of the Housing and Community Development Act**

(Applicable to contracts/subcontracts of $100,000 or more and when the funding recipient has received $200,000 or more in CDBG and/or other Federal funding)

A. If the work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low-and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person (s) taking application for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor shall not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 135.

E. The contractor will certify that any vacant employment positions, including training positions that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD’s regulations in 24 CFR part 135 may result in sanctions, termination of this Contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this Contract that are subject to the provisions of Section 3 and Section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with Section 7 (b).

**Exhibit G -**
**Fair Housing and Accessibility Requirements and Guidelines for Projects Receiving CDBG Funding**

A broad and diverse range of building types, whether new, existing, or altered, must comply with at least some of the Federal or Oregon laws mandating accessibility for people with disabilities. The different laws and standards that contain accessibility requirements apply to different types of buildings, different building uses, different building ownerships or possession, different building funding, and different points in a building's life. Different sets of accessibility-related nondiscrimination requirements apply to the CDBG program: the Architectural Barriers Act, the Fair Housing Act, and the Americans with Disabilities Act (ADA), and Section 504. It is important to note that these requirements are not necessarily addressed in the building code.

CDBG applicants/recipients should alert their project architects that the provisions of the Architectural Barriers Act, the Fair Housing Act and the Americans with Disabilities Act are triggered due to Federal funding so the architect can design the construction or rehab project with these requirements in mind.

## The Architectural Barriers Act

The Architectural Barriers Act of 1968 requires certain Federal and Federally funded buildings and other facilities to be designed, constructed, or altered in accordance with standards that ensure accessibility to, and use by, physically handicapped people. A building or facility, including a residential structure, designed, constructed, or altered with CDBG funds after December 11, 1995, and that meets the definition of a "building" (as defined below) is subject to the requirements of the Architectural Barriers Act as it is implemented through the Uniform Federal Accessibility (UFAS) (24 CFR Part 40 and 41 CFR Part 101). Your project architect should be familiar with the Uniform Federal Accessibility Standards.

Building: The term "building" means any building or facility (other than (A) a privately owned residential structure not leased by the Government for subsidized housing programs and (B) any building or facility on a military installation designed and constructed primarily for use by able bodied military personnel) the intended use for which either shall require that such building or facility be accessible to the public, or may result in the employment or residence therein of physically handicapped person, which building or facility is:

1) To be constructed or altered by or on behalf of the United States
2) To be leased in whole or in part by the United States after August 12, 1968; or
3) To be financed in whole or in part by a grant or a loan made by the United States after August 12, 1968, if such building or facility is subject to standards for design construction, or alteration issued under authority of the law authorizing such grant or loan.

## The Americans with Disabilities Act

The Americans with Disabilities Act (ADA) provides comprehensive civil rights to individuals with disabilities in the areas of employment, public accommodations, state and local government services and telecommunications. The ADA also states that discrimination includes the failure to design and construct facilities that are accessible to and usable by persons with disabilities. The ADA also requires the removal of architectural and communication barriers that are structural in nature in existing facilities. Removal must be readily achievable, easily accomplishable, and able to be carried out without much difficulty or expense.

# Section 504

HUD's regulations implementation Section 504 in Federally assisted programs services and activities are codified at 24 CFR Part 8. HUD's regulations at 24 CFR Part 8 apply to all applicants for, and recipients of, HUD financial assistance in the operation of programs or activities receiving such assistance.

*Section 504 states:*
"No otherwise qualified individual with disability in the United States... shall, solely by reason of her or his disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, service or activity receiving Federal financial assistance or under any program or activity conducted by any Executive agency or by the United States Postal Service."

HUD's Section 504 regulations define an individual with a disability as any person who has a physical or mental disability that substantially limits one or more major life activities; has a record of such an impairment; or is regarded as having such an impairment (24 CFR 8.3). Major life activities including walking, talking hearing, seeing, breathing, learning, performing manual tasks, and caring for oneself. The law also applies to individuals who have a history of such impairments as we11 as those who are perceived as having such impairment.

A person who meets the above definition, and who is otherwise qualified for the program, service or activity, is covered under Section 504. To be otherwise qualified means the individual meets the essential eligibility requirements, including, for example, requirements for tenancy if the program is a housing program.

Section 504 covers all programs, services and recipients of HUD financial assistance including, for example:
- Outreach and public contact, including contact with program applicants and participants
- Eligibility criteria
- Application process
- Admission to the program
- Tenancy, including eviction
- Service delivery
- Employment policies and practices

*Section 504 Prohibitions Against Discrimination:*
- Denying a qualified individual with disabilities the opportunity to participate in, or benefit from, the housing, aid, benefit, or service.
- Failing to afford a qualified individual with disabilities the opportunity for equal participation and benefit.

- Failing to provide a qualified individual with disabilities with a program or service that affords the same opportunity to benefit as afforded others.
- Providing different or separate housing, aid, benefits, or services based on disability unless providing such is necessary to provide housing or benefits that are as effective as that provided to persons without disabilities.
- Providing significant assistance to an agency, organization or person that discriminates based on disability in any aspect of a Federally assisted activity.

- Denying a qualified individual with disabilities the opportunity to participate as a member of planning or advisory boards.
- Denying a dwelling to an otherwise qualified buyer or renter because of a disability.
- Limiting in any other manner a qualified individual with disabilities in the enjoyment of any right, privilege, advantage, or opportunity afforded to others.
- Providing programs or services to qualified individuals with disabilities in settings that are unnecessarily separate, segregated, or restricted.

*Recipients' Responsibilities under Section. 504:*

- Take steps to ensure effective communication with applicants, beneficiaries, and members of the public. (24 CFR 8.6)
- Take steps to ensure that employment activities, including job announcements, recruitment, interviews, hiring, work assignments, promotions, and dismissals, do not discriminate based on disability. (24 CFR 8.10-8.13)
- Ensure that all non-housing programs are operated in a manner that does not discriminate based on disability and that new construction and alterations of non-housing facilities are made accessible in accordance with applicable standards (24 CFR 8.21)
- Operate existing housing programs in a manner that does not discriminate based on disability, and take steps, as needed, to ensure that existing housing programs are readily accessible to and usable by persons with disabilities. Develop and implement a transition plan to assure compliance. (24 CFR 8.24)
- Provide reasonable accommodations which may be necessary for a person with disability to use or participate in the program, service, or activity; unless the recipient can demonstrate that the accommodation will result in an undue financial and administrative burden or a fundamental alteration in the nature of the program, service, or activity. A reasonable accommodation is an adaptation or modification to a policy, program, service, or workplace which will allow a qualified person with a disability to participate fully in a program, take advantage of a service, or perform a job. Reasonable accommodations may include, but are not limited to, adjustments or modifications to buildings, facilities, dwelling, and may also include provision of auxiliary aids, such as readers, interpreters, and materials in accessible formats. (24 CFR 8.2, 8.11, 8.20, 8.21, 8.24, 8.25, 8.33)
- Pay for a reasonable accommodation needed by the individual (e.g., a ramp to a unit) unless providing that accommodation would be an undue financial and administrative burden or a fundamental alteration of the program. (24 CFR 8.4, 8.22, 8.20, 8.21, 8.24, 8.25, 8.33)
- Ensure that all new construction of housing facilities is readily accessible to and usable by persons with disabilities and meets the requirements of applicable accessibility standards. (24 CFR 8.22 and 8.32)
- Ensure that substantial alterations, when undertaken, meet the requirements for new construction (24 CFR 8.23(a)) Ensure that all other alterations, to the maximum extent feasible, meet the requirements of the applicable accessibility standards (24 CFR 8.23(b))
- Conduct any required needs assessments (for recipients who are public housing agencies) to determine the extent to which the housing needs of persons with disabilities are being met in the recipient's program and in the community. (24 CFR 8.25)
- Distribute accessible dwelling units throughout projects and sites and make such units available in the same ranges of sizes and amenities to provide housing choices for persons with disabilities that are the same as those provided to others. (24 CFR 8.26)

- Adopt suitable means to ensure persons with disabilities are made aware of the availability of accessible units and to maximize use of accessible units by individuals needing the features of these units (24 CFR 8.27)
- Conduct any required self-evaluations of programs, services, and activities to determine if they are programmatically and physically accessible to persons with disabilities, and involve persons with disabilities in these evaluations (24 CFR 8.51)
- Recipients with 15 or more employees must designate an employee to ensure the recipients programs, services and activities meet the requirements of Section 504; adopt a grievance procedure to effect due process standards and prompt and equitable resolutions of complaints. (24 CFR 8.53)
- Recipients must maintain records and reports of efforts to meet the requirements of Section 504, and keep these records on file so that they are available if a complaint is file, or if HUD conducts a compliance review (24 CFR 8.55)

## The Fair Housing Act

The Federal Fair Housing Act makes it illegal for landlords, managers, homeowners, real estate agents, mortgage brokers lenders, banks, and others to discriminate against anyone based on:

- Race
- Color
- National Origin & Ethnicity
- Religion
- Family Status (families with children under 18)
- Physical or Mental Disability
- Sex & Gender

State Protected Classes Include:

- Marital Status
- Legal sources of income (except Section 8)
- Sexual orientation including gender identity
- Honorably discharged veterans/military status
- Survivors of domestic violence

Local jurisdictions may have additional protected classes that you should be aware of.
Multi-family dwellings consisting of four or more units, first occupied after March 13, 1991, must also meet the design and construction requirements of the Fair Housing Act.

Multifamily dwellings must be designed and constructed so that at least one building entrance is located on an accessible route, unless it is impractical to do so because of the terrain or unusual characteristics of the site.

Multifamily dwellings with a building entrance on an accessible route will be designed and constructed so that:

1) The public and common use areas are readily accessible to and usable by handicapped persons.
2) The doors are designed to allow passage into and within the common areas are sufficiently wide to allow passage by handicapped persons in wheelchairs.

All the covered (accessible) dwelling units contain the following features of adaptable design:

1) An accessible route into and through the covered dwelling unit.
2) Light switches, electrical outlets, thermostats, and other environmental controls in accessible locations.
3) Reinforcements in bathroom walls to allow later installation of grab bars around the toilet, tub, shower, stall, and shower seat, where such facilities are provided.
4) Usable kitchens and bathrooms such that an individual in a wheelchair can maneuver about the space.

## Oregon Accessibility Laws

The State of Oregon has its own laws addressing certain aspects of accessibility:

- ORS 447.210 et seq., as originally enacted in 1971, applied only to government buildings, and incorporated only some of the then current ANSI A117.1 criteria. In subsequent years, the legislature extended the reach and breadth of the law. Current Oregon law is very broad, and even extends the reach of the ADA accessibility standards beyond those covered by the Federal law to include certain private educational facilities, "private membership clubs, and churches" when located in buildings of two stories or more which are either: a) over 4,000 square feet in ground floor area; or over 20 feet in height.
- ORS 447.233 contains explicit numerical requirements for accessible parking spaces and related signage, dimensional requirements, and access spaces.
- ORS 456.506 et seq., passed in 2003, adopted most of the accessibility criteria of the FHA and mandated they be included in all new non-owner-occupied housing, even single units, if those units were financed or subsidized in any way by state or Federal funds, guarantees, or tax credits.
- ORS 701.525 et seq., passed in 2005, requires the Oregon Construction Contractors Board ("CCB") to adopt by rule a model list of accessibility features those developers of residential housing may provide to customers purchasing new residential housing from the developer.
- ORS 447.231 mandates that the OSSC include the requirements of the ADA and FHA. Oregon's Building Codes Division ("BCD") has incorporated the 1.) current ADAAG standards; 2.) Fair Housing Accessibility Guidelines; and 3.) other Oregon laws, into the ossc.
- The current OSSC is based on the IBC, but it does not incorporate the most recent version of ICC/ANSI A117.1. Although that most recent version is part of the current IBC model code, the OSSC instead relies on the previous Al 17.1 standard. The OSSC has hesitated because the new A117.1 contains revisions proposed to Federal Accessibility Guidelines that have not yet been approved and adopted by the Access Board.

Rather, in order to comply with Oregon law, and to incorporate these three distinct standards into OSSC, BCD wrote a custom accessibility code unique to the OSSC. Chapter 11 of the OSSC is devoted completely to accessibility. It is important to remember that most of the laws mandating accessibility are Federal laws. While Chapter 11 incorporates the literal provisions of some of these laws, the ultimate authority for interpreting the meaning and consequence of Federal laws remains with those Federal agencies charged with their enforcement.

Consequently, approval of project plans or inspection of actual construction by Oregon building officials is limited to compliance with OSSC, including Chapter 11. Building designers and construction contractors (and building owners) must independently consider Federal accessibility law and Federal agencies; interpretations of accessibility standards based on Federal accessibility laws.

## Exhibit H -
## Community Development Block Grant (CDBG) Monitoring Procedure

The procedures outlined in this exhibit are designed to monitor use of Marion County CDBG funds. Through on-site and desk monitoring, the reviewer can determine whether the program participant's performance meets CDBG program requirements and improve program participant performance by providing guidance and making recommendations. The specific purposes of monitoring are to:

- Validate the accuracy of information presented by the program participants
- Follow-up on problems identified during the monitoring visit;
- Determine compliance for those activities where there is sufficient information to make eligibility and/or national objective determinations;
- Evaluate the reasonableness of judgments made for those activities that necessarily involve high levels of program participant judgment;
- Ascertain the Sponsor's ability to ensure that activities carried out meet compliance requirements
- Verify the accuracy of the program participant's record; and,
- Identify apparent causes of any problem(s) and offer recommendations for corrective actions.

## Eligibility and National Objective Compliance Criteria Documentation

As described in the CDBG regulations at 24 CFR 570.503, each Sponsor is required to maintain records that fully describe the assisted activity, including related financial and eligibility information, typically to show that the project funded with CDBG funding is benefiting low- and moderate-income individuals. The required documentation that must be maintained by the program participant is described at 24 CFR 570.506.

## Approach to Monitoring

Marion County views monitoring not as a once a year or periodic exercise, but as an ongoing process involving continuous communication and evaluation. Such a process involves frequent. telephone/email contacts, written communications, analysis of reports and audits, and periodic meetings as needed. It is the responsibility of the Community Services Department staff to keep fully informed concerning Sponsors compliance with program requirements and the extent to which technical assistance is needed.

The overriding goal of monitoring is to determine compliance, prevent/identify deficiencies, and design corrective actions to improve or reinforce Sponsor performance. As part of this process the Community Services Department staff must be alert to fraud, waste and mismanagement or situations with potential for such abuse. Where possible, any identified deficiency in need of corrective action should be handled through discussion, negotiation, or technical assistance in a manner that maximizes local discretion. Monitoring also provides opportunities to identify program participant accomplishments as well as successful management, implementation, and evaluation techniques that might be replicated by other Sponsors.

The Community Services Department staff shall conduct monitoring when projects are complete, with a few exceptions. The Community Services staff will revise the Monitoring Checklist annually to determine which are to be monitored. The Program Manager will be provided a copy of the monitoring schedule. Past practice has been to monitor all Sponsors who have spent funds since last year, but in years where there may be too many projects to monitor, staff will use their discretion to implement a method to calculate those projects that may be more vulnerable and require monitoring more than others.

## Monitoring Standards

Because it is not always possible that the Community Services Department staff will be able to monitor all the program participant's activities, projects and /or functions, or even review activities in a specific area spanning a participant's entire program year, random sampling is generally expected to form the basis for drawing conclusions about the program participant's performance. Staff may choose to take a sufficient sample of projects to be monitored based on a "risk" calculation to determine a sampling of units to be monitored. In certain instances, however, non-random sample will be the more efficient method to use. Such cases include activities that have only a few projects to review, any activities with unresolved problems remaining from previous monitoring visits, any new types of activities being undertaken, and/or activities considered high risk. Note that any sample review or spot-check of program participant records that raises questions concerning the accuracy of the data indicates the need for further fo11ow-up.

All new competitively funded CDBG projects contracted in a given fiscal year will be monitored at least once. Public service projects will be monitored sometime in the fall, although delays are acceptable in order to accommodate staff capacity issues.

Public Facility and infrastructure projects will be monitored towards/at completion of the project-one time only.

Multi-year public service projects will be monitored annually (after first year's monitoring) if any of the following applies:

- Had findings/concerns in last year's monitoring
- Had findings in last completed 2 CFR 200 audit concerning CDBG funding
- Agency is less than 5 years old
- Agency is a first time Marion County CDBG recipient
- Staff determines that the complexity of project necessitates annual monitoring

The Community Services Department staff may decide to monitor a Sponsor more often as needed. The staff may also elect to monitor multiyear public service contracts every other year if all the following apply:

- Sponsor had no findings/concerns in last year's monitoring
- Had no findings in las completed 2 CFR 200 audit concerning CDBG funding (only if applicable-sometimes 2 CFR 200 not required)
- Is an agency more than 5 years old
- Has received CDBG funding in consecutive funding years
- Project scope has not changed
- Desk audits of voucher requests reveal no concerns

## On-Site Monitoring Procedure

The Community Services Department staff will call to set up an agreed upon time with Agency and follow-up with boilerplate letter and include the monitoring checklist to inform the agency being monitored about what staff will be looking at. The monitoring checklist will be filled out by the staff at the visit. In preparation for this visit, the agency should review the Monitoring Checklist to ensure records are ready for staff's review. The staff will complete this form during the monitoring visit.

Prior to the monitoring visit, the agency should send a letter certifying that Federal funding did or did not trigger the 2 CFR 200 audit requirements. A sample template to be used to compose this letter is contained at the end of this section. This letter should be signed by their Chief Financial Officer or Executive Director and returned to the Community Services Department staff prior to or no later than at the monitoring visit. Staff will also request a copy of the most recent financial audit, if applicable.

Once a copy of an audit from an agency is obtained, the Community Services Department staff will review the audit for any findings and record it in a federal tracking database. When possible, where Salem and the County have the same project with an agency, it would be preferred to coordinate monitoring visits to lessen the burden on the agency, to share methods for monitoring, to communicate same messages, etc.

## 2 CFR 200 Audit Responsibilities

All sponsors that expend $750,000 or more in Federal funds in a year must meet the audit requirements as specified in 0MB Circular 2 CFR 200. Additionally, all financial transactions with CDBG monies are subject to Federal audit. Each sponsor is required to permit independent auditors access to the records and financial statements at least once a year, or not less frequently than every two (2) years. Sponsors must be prepared to explain how transactions were made, why, and be able to account for any funds expended.

During an audit, the auditor will examine records to ascertain if:

1. Funds are properly budgeted and approved;
2. Budget revisions have been documented and approved;
3. Personnel charges are properly allocated to the block grant and based on payroll documents such as time and attendance records;
4. All expenditures can be traced to source documents (i.e., purchase orders, invoices, canceled checks);
5. Drawdowns have been timely;
6. Only allowable activities have been claimed as costs toward the project;
7. The sponsor's accounting system reflects all assets, liabilities, etc.;
8. Property has been managed and inventoried properly;
9. In-kind costs and costs billed to other funds are clearly documented; and,
10. If there are billings for indirect costs, a Federally approved indirect rate and allocation plan have been approved by HUD through OCD prior to the expenditure of any CDBG funds.

In addition, the auditor will ascertain if the sponsor's program has been accomplished in the manner set out in the application and/or the contract with the County.

Please note that in order for the Marion County CDBG Program to comply with Federal Regulations, Marion County Board of Commissioners strongly encourages all grant recipients to pursue the timely expenditure of their awarded funds.

MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** 7/9/2025

**Department:** Community Services

**Title:** Public Hearing and Board Action to Approve the CDBG/HOME 2025-26 Annual Action Plan

**Management Update/Work Session Date:** 6/17/2025 **Audio/Visual aids** ☐

**Time Required:** 10 minutes **Contact:** Steve Dickey **Phone:** 503-373-4334

**Requested Action:** Conduct a public hearing followed by Board Action to approve the 2025-2026 U.S. Housing and Urban Development (HUD) Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) Annual Action Plan.

**Issue, Description & Background:** A public hearing to approve the 2025-2026 Annual Action Plan for the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) programs is required each year Marion County receives CDBG and HOME funds. Marion County is required to submit an Annual Action Plan to the United States Department of Housing and Urban Development (HUD) by July 11, 2025, indicating how it intends to use the allocation funding for the upcoming 2025-2026 program year.

**Financial Impacts:** These grants from HUD are passed through to qualified subrecipients to complete eligible projects.

**Impacts to Department & External Agencies:** Funding for approved projects, and for program staff administrative expenses are dependent on these the approval of the Annual Action Plan each year.

**List of attachments:** Board Memo, Resolution #XX-25, Draft Annual Action Plan with Appendices.

**Presenter:** Steve Dickey

**Department Head Signature:** Kelli Wurse

# MEMORANDUM

**TO:** Marion County Board of Commissioners
**FROM:** Steve Dickey, CDBG/HOME Program Manager
**MEETING DATE:** July 9, 2025, Board of Commissioners Meeting

## 2025-2026 CDBG/HOME Annual Action Plan Approval

### 2025-2026 CDBG/HOME Annual Action Plan Approval

Marion County Community Services staff are requesting approval of the 2025-2026 CDBG/HOME Annual Action Plan through a public hearing and Board action. This plan identifies how Marion County's allocation of CDBG and HOME funds received for the 2025-2026 program year will be spent. The following tables include funding approved for eligible projects, and funding to pay for program staff administrative expenses as identified in the Annual Action Plan.

### 2025-2026 CDBG and HOME FINAL FUNDING ALLOCATION TABLES

#### CDBG

| Agency | Project | Total Funding |
|---|---|---|
| Catholic Community Services | Facility renovation and commercial kitchen equipment purchase. | $225,000 |
| Marion Polk Food Share | Purchase of larger facility to expand service capacity. | $300,000 |
| Marion County | Homeowner Residential Rehabilitation Loan Program | $398,070 |
| Family Building Blocks | Operational support for expansion of services provided in their new facility. | $100,000 |
| Liberty House | Operational support for expansion of services into north Marion County with a new location in Woodburn. | $113,016 |
| Marion County | Program Administration | $284,023 |
| | **TOTAL** | **$1,420,109** |

### HOME

| Agency | Project | Total Funding |
|---|---|---|
| Marion County | Homebuyer Assistance Loan Program. | $370,820* |
| Marion County | Community Housing Development Organization (CHDO) Set-aside | $74,180 |
| Marion County | Program Administration | $49,534 |
| | **TOTAL** | **$494,534** |

**An additional $96,682 of FY23-24 CHDO set-aside will be added in October 2025.*

### OTHER FUNDING

| Agency | Project | Total Funding |
|---|---|---|
| Valor Mentoring | Funding for facility renovation and operational support to open a new coffee shop/café vocational training and mentoring center. | $150,000** |
| | **TOTAL** | **$150,000** |

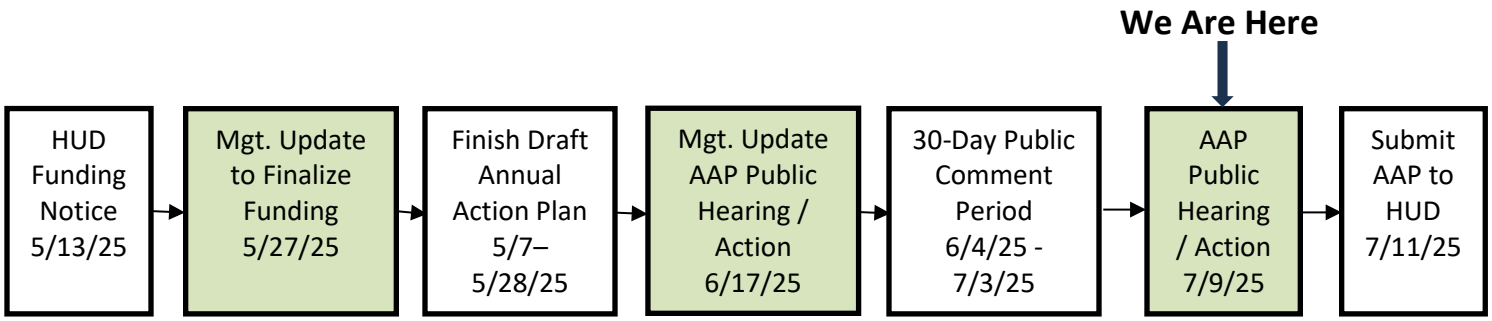
***Funding from either Opioid Settlement funds or Economic Development funds.*

### NEXT STEPS

Once the Annual Action Plan has been approved it will be submitted to HUD for approval. The deadline for submission is July 12, 2025, but due to this date being on a Saturday, it will need to be submitted on Friday, July 11, 2025.

### PROCESS TIMELINE EXAMPLE

(Shaded boxes are times when Board of Commissioners is directly involved)




### ATTACHMENTS

Attachment 1 – Resolution No. 25-XX
Attachment 2 – Summary of Public Comments
Attachment 3 – Draft Annual Action Plan

**Attachment 1**

**BEFORE THE BOARD OF COMMISSIONERS**

**FOR MARION COUNTY, OREGON**

| | |
|---|---|
| In the matter of adopting the | ) |
| Program Year 2025-2026 Annual | ) |
| Action Plan under the Community | ) |
| Development Block Grant and HOME | ) |
| Investments Partnership Program | ) |

RESOLUTION # _____

This matter was presented to the Board of Commissioners at its Management Update on June 17, 2025, to adopt the Community Development Block Grant and HOME Investment Partnerships Programs 2025-2026 Annual Action Plan.

WHEREAS on January 14, 2025, HUD's Office of Community Planning and Development issued Notice CPD-25-02 titled Guidance on Submitting Consolidated Plans and Annual Action Plans for Fiscal Year (FY) 2025. Entitlement jurisdictions with a program year start date of July 1, 2025, have until July 11, 2025, to submit its Annual Action Plan to HUD.

WHEREAS Marion County, as an entitlement jurisdiction, is required to submit an Annual Action Plan to the United States Department of Housing and Urban Development. The plan must indicate how it intends to spend its allotted amount of funding for the upcoming program year from July 1, 2025, through June 30, 2026.

WHEREAS as part of the process for adopting an Annual Action Plan Marion County must hold a public hearing to take any additional comments on the draft Annual Action Plan. Comments are offered for consideration in reallocating proposed funding prior to final approval of the Annual Action Plan. This public hearing occurred on July 9, 2025.

IT IS HEREBY ORDERED that the Board of Commissioners approve the Program Year 2025-2026 Annual Action Plan to be submitted to the United States Department of Housing and Urban Development prior to the July 11, 2025, deadline.

DATED at Salem, Oregon, this 9th day of July 2025.

MARION COUNTY BOARD OF COMMISSIONERS

_____

Chair

_____

Commissioner

_____

Commissioner

**Attachment 2**

# Summary of Public Comments
## on the
## 2025-2026 Marion County CDBG/HOME
## Annual Action Plan

No comments were received during the 30-day public comment period (as of submission of materials for the Board of Commissioners meeting. If comments are received, an updated Summary of Comments Page will be provided prior to the meeting on July 9, 2025).

# 2025 – 2026 CDBG / HOME ANNUAL ACTION PLAN

DRAFT

**Marion County Community Services**
555 Court St.
Salem, OR 97301
communityservices@co.marion.or.us
https://www.co.marion.or.us/CS/Pages/Community-Development.aspx
Phone: 503-588-7975

Formatting Notice

Marion County is required to submit this Annual Action Plan in the template provided by HUD, which contains specified questions, tables, and other information and cannot be edited.

The HUD provided template contains formatting irregularities such as: columns that are too narrow, paragraphs split over more than one-page, blank space, compressed text, and other discrepancies.

County staff has compensated for these irregularities where possible, but many remain that cannot be changed.

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# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

Marion County is an Entitlement Grantee that receives Federal funding under the Housing and Urban Development (HUD) HOME Investment Partnerships Program (HOME) and the Community Development Block Group Program (CDBG). As a recipient of CDBG and HOME funds, the County has prepared the 2025 Annual Action Plan to advance the priorities addressed in the five-year plan known as the Consolidated Plan. The goal of the CDBG program is to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities for low-and moderate-income persons. The HOME program is designed exclusively to create affordable housing.

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items, or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis, or the strategic plan.

The following were objectives and outcomes established by the Marion County Board of Commissioners based upon input received during the Consolidated Plan process.

- Provide for Community Housing Development Organization (CHDO) set-aside (As part of the HOME Program, this requirement will continue to be an annual percentage of funds set aside-15% minimum to fulfill eligible activities that only a qualified CHDO can provide)
- Provide Support for Owner-occupied Rehabilitation Projects
- Invest in Vital Community Facilities and Infrastructure
- Increase Access to Community Services
- Increase Access to Affordable Housing
- Encourage Economic Opportunities
- Support Program Success

This document, The Annual Action Plan, (AAP) outlines the activities to be carried out in Program Year (PY) 2025.

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## 3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Several community projects have been assisted with CDBG in the past four years such as shelter for unhoused residents and families, transitional housing for residents and family members recovering from substance abuse, shelter for residents fleeing violence or trafficking, community resource center and food bank, street, sidewalk and safety improvements to a low income residential area, services for children and families in the foster care and/or justice system, and youth services to encourage graduation, workplace readiness and healthy decision making. This year, Marion County received many more applications for funding than our budget allows, which provides further evidence of the need.

The County's homebuyer assistance program and homeowner rehabilitation programs have proven to be very beneficial to the community. The demand for both of these programs far exceeds the available funds. Research and input from the community led Marion County to implement policy changes to help bridge the gap between rising housing costs and the ability of low-to-moderate income households to afford home ownership or necessary repairs to their existing home. The policy changes drastically increased the amount of assistance available to each household in order to meet the needs under current market conditions.  The County intends to fund both of these programs for the foreseeable future.

## 4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Citizen Participation and consultation opportunities were provided through the following means:

- Online survey
- Public hearings
- Participation in monthly service integration team meetings in multiple locations
- Public notices and invitations for comment
- Individual meetings with community partners
- Group community partner meetings that focused on affordable housing

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## 5. Summary of public comments

Comments received from the public are included in the Appendices

Public comments were primarily focused on:

- Improving access to affordable rental housing
- Improving access to affordable home ownership
- Supportive services to benefit those who are homeless or at risk of homelessness
- Improving infrastructure to support affordable housing development

## 6. Comments or views not accepted and the reasons for not accepting them

All views and comments were accepted as part of the citizen participation process.

## 7. Summary

Although the needs are varied, several respondents commented that the overall cost of housing is contributing to the rising cases of homelessness. Once this pattern has been established, it can take a long time to remedy. Other problems such as substance abuse and mental health issues commonly occur once a person becomes homeless. Investment in projects to generate new housing, particularly rental housing, was mentioned multiple times. More comments were received this year that stated the need for more low-barrier and transitional housing for individuals addressing mental health issues and substance abuse addiction.

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## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

**Table 1 – Responsible Agencies**

| Agency Role | Name | Department/Agency |
|---|---|---|
| CDBG Administrator | MARION COUNTY | Community Services |
| HOME Administrator | MARION COUNTY | Community Services |

### Narrative (optional)

Marion County is the lead agency for administration of the Community Development Block Grant (CDBG)/HOME Investment Partnerships Programs for Marion County to be delivered in coordination with the goals established in the 5-year Consolidated Plan implemented through Annual Action Plans.

### Consolidated Plan Public Contact Information

Marion County Community Services (503) 588-7975

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## AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

### 1. Introduction

Marion County actively seeks opportunities to engage with service providers, cities, and the public to gain further insight regarding community needs.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers, and private and governmental health, mental health, and service agencies (91.215(l))**

Each year, Marion County increases interactions with housing providers throughout the area to obtain input regarding community needs. The focus continues to be on ways to increase coordination and collaboration to maximize resources. In addition to housing providers, the county has a robust public and behavioral health network to connect residents with available services in the county. As the network of service providers grows, the opportunities for coordination increase, thus bringing a greater value to the community.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The county works directly with the Mid-Willamette Valley Homeless Alliance through the CoC Collaborative Committee. A Commissioner serves on the Board of Directors and Executive Committee for the Mid-Willamette Valley Homeless Alliance. The county requested participation from various agencies during the public comment process and continues to seek input to determine if there are needs that may be addressed with CDBG/HOME funds.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

While the county does not receive ESG funds, it does work with the Mid-Willamette Valley Community Action Agency which is the HUD recipient of ESG funds for the Marion-Polk region. Marion County is a regular participant in the Continuum of Care meetings and sees these meetings as a good opportunity to stay connected and network with community partners in addressing homelessness.

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**2. Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

| | | |
|---|---|---|
| 1 | **Agency/Group/Organization** | Marion County Housing Authority |
| | **Agency/Group/Organization Type** | Housing<br>PHA |
| | **What section of the Plan was addressed by Consultation?** | Public Housing Needs<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Marion County Housing Authority has met on multiple occasions with Marion County Community Services staff to discuss potential collaboration and coordination of resources. Marion County Community Services is the responsible entity for the environmental review for a housing authority project in Woodburn. Participated in Annual Action Plan Survey. |
| 2 | **Agency/Group/Organization** | Center for Hope and Safety |
| | **Agency/Group/Organization Type** | Services – Housing<br>Services – Victims of Domestic Violence<br>Services – Homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Families with children |

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|---|---|---|
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | As an organization they provide services to victims of domestic violence, human trafficking, stalking and other limited clientele. Marion County Community Services staff also met with the new Executive Director and discussed the CFHS expansion into north Marion County with an additional location in Woodburn.<br>Participated in Annual Action Plan Survey. |
| 3 | **Agency/Group/Organization** | DevNW |
| | **Agency/Group/Organization Type** | Housing<br>Services - Housing<br>Community Development Financial Institution |
| | **What section of the Plan was addressed by Consultation?** | Housing Need Assessment |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Ongoing meetings regarding oversight of the Homebuyer Assistance program funded with HOME allocations. |
| 4 | **Agency/Group/Organization** | Mid-Willamette Valley Council of Governments |
| | **Agency/Group/Organization Type** | Services - Housing<br>Regional organization |
| | **What section of the Plan was addressed by Consultation?** | Affordable Housing |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Met multiple times with MWVCOG staff as our program partner regarding the oversight of the Homeowner Residential Rehabilitation program. |

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| 5 | **Agency/Group/Organization** | Marion County Health and Human Services |
| | **Agency/Group/Organization Type** | Services-Persons with Disabilities<br>Services-Persons with HIV/AIDS<br>Services-Health<br>Health Agency |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>A meeting also was held to exchange information on respective programs so that referrals can be made when appropriate. |
| 6 | **Agency/Group/Organization** | Bridgeway Health Services |
| | **Agency/Group/Organization Type** | Services-Health<br>Health Agency |
| | **What section of the Plan was addressed by Consultation?** | Non-homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 7 | **Agency/Group/Organization** | City of Woodburn |
| | **Agency/Group/Organization Type** | Other government - Local |
| | **What section of the Plan was addressed by Consultation?** | Non-homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>A meeting was held with Woodburn staff to discuss the development of a new Woodburn Community Center and the potential use of CDBG funds |

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|---|---|---|
| 8 | **Agency/Group/Organization** | City of Stayton |
| | **Agency/Group/Organization Type** | Other government - Local |
| | **What section of the Plan was addressed by Consultation?** | Services – Non-homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 9 | **Agency/Group/Organization** | Soaring Heights Recovery Homes |
| | **Agency/Group/Organization Type** | Services-homeless<br>Services-Employment<br>Services - Victims |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 10 | **Agency/Group/Organization** | Valor Mentoring |
| | **Agency/Group/Organization Type** | Services-Children<br>Services-homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Unaccompanied youth |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Multiple discussions regarding potential projects funded through the CDBG program.<br>Participated in Annual Action Plan Survey. |

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|---|---|---|
| 11 | **Agency/Group/Organization** | City of Mt. Angel |
| | **Agency/Group/Organization Type** | Other government - Local |
| | **What section of the Plan was addressed by Consultation?** | Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Ongoing communications for project implementation. The outcome will be full street rebuild, sidewalks, curbs, storm drains, and other related street improvements. |
| 12 | **Agency/Group/Organization** | Hope Pregnancy Center |
| | **Agency/Group/Organization Type** | Services-Homeless<br>Services-Health |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Unaccompanied youth<br>Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey |
| 13 | **Agency/Group/Organization** | Central Willamette Credit Union |
| | **Agency/Group/Organization Type** | Lender<br>Private Sector Banking / Financing |
| | **What section of the Plan was addressed by Consultation?** | Services-Housing |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Regular communication regarding homebuyer assistance, and funding for potential development projects. |

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|---|---|---|
| 14 | **Agency/Group/Organization** | Sheltering Silverton |
| | **Agency/Group/Organization Type** | Services - Housing<br>Services-Children<br>Services-Elderly Persons<br>Services-Persons with Disabilities<br>Services-Persons with HIV/AIDS<br>Services-Victims of Domestic Violence<br>Services-homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Ongoing discussions regarding potential future projects. |
| 15 | **Agency/Group/Organization** | UGM |
| | **Agency/Group/Organization Type** | Services-homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Multiple meetings to discuss the implementation and provide technical assistance for a project to expand a women's shelter for homeless, at-risk women. |

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|---|---|---|
| 16 | **Agency/Group/Organization** | CBEL Community Business Education Leaders |
| | **Agency/Group/Organization Type** | Planning organization |
| | **What section of the Plan was addressed by Consultation?** | Housing Need Assessment<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Monthly meetings to collaborate between multiple community partners to leverage resources targeted to development and renovation of affordable housing for LMI populations. |
| 17 | **Agency/Group/Organization** | Iron Tribe Network |
| | **Agency/Group/Organization Type** | Services - Housing |
| | **What section of the Plan was addressed by Consultation?** | Housing Need Assessment<br>Homelessness Strategy<br>Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 18 | **Agency/Group/Organization** | Boys and Girls Club of Salem, Marion & Polk Counties |
| | **Agency/Group/Organization Type** | Services-Children<br>Services-Education |
| | **What section of the Plan was addressed by Consultation?** | Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Boys and Girls Club attended the Jan 16, 2025 Board of Commissioners Work Session as an applicant for CDBG funds. |

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|---|---|---|
| 19 | **Agency/Group/Organization** | United Way of the Mid-Willamette Valley |
| | **Agency/Group/Organization Type** | Services-homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Meetings were held with United Way of the Mid-Willamette Valley to discuss results of funding, tour facility that was funded with CDBG and discuss potential future projects |
| 20 | **Agency/Group/Organization** | Santiam Hospital |
| | **Agency/Group/Organization Type** | Services - Health |
| | **What section of the Plan was addressed by Consultation?** | Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Santiam Hospital attended the Jan 16, 2025, Board of Commissioners Work Session as an applicant for CDBG funds. |
| 21 | **Agency/Group/Organization** | HIV Alliance |
| | **Agency/Group/Organization Type** | Services – Health |
| | **What section of the Plan was addressed by Consultation?** | Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 22 | **Agency/Group/Organization** | Santiam Outreach Community / Arches |
| | **Agency/Group/Organization Type** | Services - Homeless |

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|---|---|---|
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 23 | **Agency/Group/Organization** | Salem for Refugees |
| | **Agency/Group/Organization Type** | Services - Housing |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Families with children<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 24 | **Agency/Group/Organization** | Chemeketa Community College |
| | **Agency/Group/Organization Type** | Services – Education |
| | **What section of the Plan was addressed by Consultation?** | Public Housing Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Multiple meetings to discuss program implementation, reporting |
| 25 | **Agency/Group/Organization** | Silverton Area Community Aid |
| | **Agency/Group/Organization Type** | Services – Homeless |

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|---|---|---|
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Communications regarding reimbursement, reporting and joint referrals |
| 26 | **Agency/Group/Organization** | CASA of Marion County |
| | **Agency/Group/Organization Type** | Services – Youth |
| | **What section of the Plan was addressed by Consultation?** | Services – Homeless Youth<br>Services – Non-homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Consultations regarding plan implementation and reimbursements |
| 27 | **Agency/Group/Organization** | Mt. Angel School District |
| | **Agency/Group/Organization Type** | Services-Education |
| | **What section of the Plan was addressed by Consultation?** | Youth Services |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 28 | **Agency/Group/Organization** | Marion County Housing Authority |
| | **Agency/Group/Organization Type** | Housing<br>PHA |

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| | | |
|---|---|---|
| | **What section of the Plan was addressed by Consultation?** | Public Housing Needs<br>Homeless Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. Several meetings and consultations regarding multiple housing projects in the county. MCHA attended the Jan 16, 2025 work session and applied for funding |
| 29 | **Agency/Group/Organization** | Cherriots |
| | **Agency/Group/Organization Type** | Transportation |
| | **What section of the Plan was addressed by Consultation?** | Services-Public Transportation |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 30 | **Agency/Group/Organization** | Legacy Health |
| | **Agency/Group/Organization Type** | Services-Health |
| | **What section of the Plan was addressed by Consultation?** | Homeless Services<br>Non-homeless Services |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 31 | **Agency/Group/Organization** | Salem Family YMCA |
| | **Agency/Group/Organization Type** | Services – Youth |
| | **What section of the Plan was addressed by Consultation?** | Services – Homeless youth<br>Non-Homeless Special Needs |

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|---|---|---|
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Salem Family YMCA attended the January 16, 2025, Board of Commissioners Work Session as an applicant for CDBG funds. |
| 32 | **Agency/Group/Organization** | Mid-Willamette Community Action Agency |
| | **Agency/Group/Organization Type** | Services – Homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 33 | **Agency/Group/Organization** | Catholic Community Services |
| | **Agency/Group/Organization Type** | Services – Housing<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children |
| | **What section of the Plan was addressed by Consultation?** | Services – Homeless |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. Attended Jan 16,2025 work session, applied for funding |

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|---|---|---|
| 34 | **Agency/Group/Organization** | City of Salem |
| | **Agency/Group/Organization Type** | Services Government – Local |
| | **What section of the Plan was addressed by Consultation?** | Public Housing<br>Homeless Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 35 | **Agency/Group/Organization** | Crossroads Communities |
| | **Agency/Group/Organization Type** | Services – Homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. Multiple communications regarding funding, expansion into Marion County |
| 36 | **Agency/Group/Organization** | Family Building Blocks |
| | **Agency/Group/Organization Type** | Family Services |
| | **What section of the Plan was addressed by Consultation?** | Resource Non-Homeless Special Needs |

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|---|---|---|
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. Attended Jan 16,2025 work session, applied for funding |
| 37 | **Agency/Group/Organization** | Seeds of Faith Ministries |
| | **Agency/Group/Organization Type** | Transitional Housing |
| | **What section of the Plan was addressed by Consultation?** | Services - Homeless |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in survey |
| 38 | **Agency/Group/Organization** | Marion Polk Food Share |
| | **Agency/Group/Organization Type** | Not for Profit – Food Bank |
| | **What section of the Plan was addressed by Consultation?** | Services – Food Bank |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Met and discussed potential funding of new facility. Attended January 16, 2025 work session. Applied for funding |
| 39 | **Agency/Group/Organization** | Keizer Chamber of Commerce |
| | **Agency/Group/Organization Type** | Community Development |
| | **What section of the Plan was addressed by Consultation?** | Services-Economic Development |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in survey |
| 40 | **Agency/Group/Organization** | Capital Futbol Club |
| | **Agency/Group/Organization Type** | Private – Youth Sports Club |

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|---|---|---|
| | **What section of the Plan was addressed by Consultation?** | Services – Recreation |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Responded to survey |
| 41 | **Agency/Group/Organization** | Keizer United |
| | **Agency/Group/Organization Type** | Community Service Collaboration Group |
| | **What section of the Plan was addressed by Consultation?** | Resource coordination |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Attend monthly meetings to connect with service providers, answer program questions, promote the CDBG and HOME programs. The ongoing participation will help to strengthen a broad base of community support |
| 42 | **Agency/Group/Organization** | Cascade Service Integration Team |
| | **Agency/Group/Organization Type** | Community Service Collaboration Group |
| | **What section of the Plan was addressed by Consultation?** | Resource Coordination |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Attend approx. 9 meetings per year to connect with service providers, answer program questions, promote the CDBG and HOME programs. The ongoing participation will help to strengthen a broad base of community support |
| 43 | **Agency/Group/Organization** | North Santiam Service Integration Team |
| | **Agency/Group/Organization Type** | Community Service Collaboration Group |

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|---|---|---|
| | **What section of the Plan was addressed by Consultation?** | Resource coordination |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Attend approx. 9 meetings per year to connect with service providers, answer program questions, promote the CDBG and Home programs. Ongoing participation will help strengthen a broad base of community support |
| 44 | **Agency/Group/Organization** | Santiam Canyon Service Integration Team |
| | **Agency/Group/Organization Type** | Community Service Collaboration Group |
| | **What section of the Plan was addressed by Consultation?** | Resource coordination |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Attend approx. 9 meetings per year to connect with service providers, answer program questions, promote the CDBG and Home programs. Ongoing participation will help strengthen a broad base of community support |
| 45 | **Agency/Group/Organization** | Silverton Task Force |
| | **Agency/Group/Organization Type** | Community Service Collaboration Group |
| | **What section of the Plan was addressed by Consultation?** | Resource coordination |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Attend approx. 9 meetings per year to connect with service providers, answer program questions, promote the CDBG and Home programs. Ongoing participation will help strengthen a broad base of community support |
| 46 | **Agency/Group/Organization** | Church at the Park |
| | **Agency/Group/Organization Type** | Homeless Services |
| | **What section of the Plan was addressed by Consultation?** | Housing, Resource Coordination |

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|---|---|---|
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in survey, attended Jan 16, 2025, work session |
| 47 | **Agency/Group/Organization** | HDC-NW |
| | **Agency/Group/Organization Type** | Environmental Review Consultant |
| | **What section of the Plan was addressed by Consultation?** | Affordable Housing Development |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Consultations regarding MCHA project |

**Identify any Agency Types not consulted and provide rationale for not consulting**

Marion County has not excluded any type of agency for consultation.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

**Table 3 – Other local / regional / federal planning efforts**

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|---|---|---|
| Continuum of Care | Mid-Willamette Homeless Alliance | The goals of the Mid-Willamette Valley Homeless Alliance and Marion County are aligned in several areas including the availability of affordable housing and access to community services. |

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***Narrative (optional)*AP-12 Participation – 91.105, 91.200(c)**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation**
**Summarize citizen participation process and how it impacted goal-setting**

Marion County continues to pursue ways to obtain relevant input from the organizations it serves. Regular interactions with citizens occur via email, phone, and in person to discuss the potential benefits and requirements of these programs for their needs.

Collaboration among agencies builds trust and knowledge of each entity's strengths and creates a broader scope of resources. Marion County continues to seek out opportunities to communicate directly with the citizens that are potential recipients or organizations representing them.

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## Citizen Participation Outreach

Table 4 – Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Out reach | Summary of response/ attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|---|---|---|---|---|---|---|
| 1 | Public Meeting | Non-targeted/broad community | This meeting was attended by representatives from 9 of the 10 agencies that applied for funding. | Multiple agency types were represented, and each had different needs to be addressed including public service and infrastructure, supportive services, residential rehabilitation and down payment assistance | All comments were accepted | |
| 2 | Internet Outreach | Non-targeted/broad community | A total of 75 survey responses were received. The respondents were from service providers, private agencies, public entities, medical providers and community leaders. | The majority of respondents listed affordable rentals as a priority need, followed by services to address homelessness and affordable housing, and access to community support services. | All comments were accepted. | |
| 3 | Public Hearing | Non-targeted/broad community | 30-Day Public Comment Period and Public Hearing for the Annual Action Plan | DRAFT TBD | DRAFT TBD | |

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## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

### Introduction

| Program | Source of Funds | Uses of Funds | Expected Amount Available | | | | Expected Amount Available Remainder of ConPlan $ | Narrative Description |
|---|---|---|---|---|---|---|---|---|
| | | | Annual Allocation: $ | Program Income: $ | Prior Year Resources: $ | Total: $ | | |
| CDBG | public - federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | 1,420,109 | 50,000 | 0 | 1,470,109 | 1,470,109 | |
| HOME | public - federal | Acquisition<br>Homebuyer assistance<br>Homeowner rehab<br>Multifamily rental construction<br>Multifamily | 494,533.61 | 0 | 0 | 494,533.61 | 494,533.61 | |

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| Program | Source of Funds | Uses of Funds | Expected Amount Available | | | | Expected Amount Available Remainder of ConPlan $ | Narrative Description |
|---|---|---|---|---|---|---|---|---|
| | | | Annual Allocation: $ | Program Income: $ | Prior Year Resources: $ | Total: $ | | |
| | | rental rehab<br>New construction for ownership<br>TBRA | | | | | | |

Marion County is expected to receive $1,420,109 of CDBG Funding and $494,533.61 of HOME Funding for PY2025. Marion County currently does not have any program income.

**Anticipated Resources**

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state, and local funds), including a description of how matching requirements will be satisfied**

Sources of match can be cash, donated land or real property, infrastructures improvements, bonds issued by state or local government, donated materials, equipment, or professional services, sweat equity, and the value of foregone taxes.

The remainder of Marion County's allocation of Opioid Settlement revenue dedicated to purchase a home for transitional housing along with funds contributed by DevNW for affordable housing will provide local match for the 2025-2026 plan year.

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to**

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**address the needs identified in the plan**

N/A

**Discussion**

N/A

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## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

### Goals Summary Information

**Table 6 – Goals Summary**

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|---|---|---|---|---|---|---|---|---|
| **1** | Increase Availability and Affordability of Housing | 2021 | 2025 | Affordable Housing | Marion County Service Area | Low-to-Moderate Income Housing | CDBG: $398,070<br><br>HOME: $370,900 | Homeowner Housing Rehabilitated<br><br>Direct Financial Assistance Homebuyers |
| **2** | Increase Access to Community Services | 2021 | 2025 | Homeless Non-Homeless Special Needs | Marion County Service Area | Special Needs Populations | CDBG: $213,016 | Public service activities other than Low/Moderate Income Housing |
| **3** | Invest in Vital Comm. Facilities & Infrastructure | 2021 | 2025 | Non-Housing Community Development | Marion County Service Area | Public Facilities & Infrastructure | CDBG: $525,000 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing |

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| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|---|---|---|---|---|---|---|---|---|
| **4** | Provide for CHDO Set-Aside | 2021 | 2025 | Affordable Housing | Marion County Service Area | Low-to-Moderate Income Housing | HOME: $74,180 | Homeowner Housing Added |
| **5** | Support Program Success | 2021 | 2025 | Non-Housing Community Development | Marion County Service Area | Low-to-Moderate Income Housing<br>Public Facilities & Infrastructure<br>Homelessness | CDBG: $284,021<br>HOME: $49,453 | None |

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## Goal Descriptions

### Table 7- Goals Descriptions

| | | |
|---|---|---|
| **1** | **Goal Name** | Increase Availability and Affordability of Housing |
| | **Goal Description** | |
| **2** | **Goal Name** | Increase Access to Community Services |
| | **Goal Description** | |
| **3** | **Goal Name** | Invest in Vital Comm. Facilities & Infrastructure |
| | **Goal Description** | |
| **4** | **Goal Name** | Provide for CHDO Set-Aside |
| | **Goal Description** | |
| **5** | **Goal Name** | Support Program Success |
| | **Goal Description** | |

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## Projects

### AP-35 Projects – 91.220(d)

### Introduction

There are nine projects/activities identified in this Annual Action Plan for funding under the 2025-2026 cycle.

### Projects

**Table 8 - Project Information**

| # | Project Name |
|---|---|
| 1 | Homeless Population Facility – Greater Marion County |
| 2 | LMI Community Support Service Facilities – Greater Marion County |
| 3 | LMI Family Support Services – East Marion County |
| 4 | LMI Family Support Service – North Marion County |
| 5 | Homeowner Residential Rehabilitation – Greater Marion County |
| 6 | CHDO Set-Aside |
| 7 | Homebuyer Assistance – Greater Marion County |
| 8 | Program Administration |
| 9 | LMI Youth Support Service – Central Marion County |

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Funds were allocated based upon how they correlated to the priority needs and goals in the Consolidated Plan. The match provided and the overall effectiveness are also factors considered. Marion County housing prices and higher interest rates have contributed to the challenge for the homebuyer assistance program.

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**AP-38 Project Summary**

**Table 9 – Project Summary Information**

| | | |
|---|---|---|
| 1 | **Project Name** | Homeless Population Facility |
| | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Invest in Vital Comm. Facilities & Infrastructure |
| | **Needs Addressed** | Public Facilities & Infrastructure |
| | **Funding** | CDBG: $225,000 |
| | **Description** | Funds will be utilized to renovate a commercial kitchen and vocational training center to provide meals to homeless individuals and families. This program will also provide on the job training to individuals currently sheltered to develop marketable job skills. |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | It is anticipated up to 700 homeless individuals could benefit from meals provided through the commercial kitchen and at least 20 or more will be active at a time in the vocational training part of the facility. |
| | **Location Description** | The property will be located central Marion County. |
| | **Planned Activities** | Production and delivery of meals for homeless individuals and families, and vocational training. |
| **2** | **Project Name** | LMI Community Support Facilities – Greater Marion County |
| | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Increase Access to Community Services |
| | **Needs Addressed** | Services for Low- Moderate-Income Individuals and Families |
| | **Funding** | CDBG: $300,000 |
| | **Description** | The funds granted will allow a local non-profit food share to expand into a larger facility to assist with meeting an increasing need for low- moderate income individuals and families food supplies and services. |
| | **Target Date** | 6/30/2026 |

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| | | |
|---|---|---|
| | **Estimate the number and type of families that will benefit from the proposed activities** | There is anticipated to be approximately 94,000 individuals and families that will benefit from the new center. |
| | **Location Description** | The non-profit serves all of Marion County. |
| | **Planned Activities** | This activity will be to reimburse a portion of the design and construction expenses of the Santiam Resiliency Center. |
| **3** | **Project Name** | LMI Family Support Facilities – East Marion County |
| | **Target Area** | East Marion County Service Area |
| | **Goals Supported** | Increase access to community services |
| | **Needs Addressed** | Services for Low- Moderate-Income Individuals and Families |
| | **Funding** | CDBG: $100,000 |
| | **Description** | Funding to support the expansion of a non-profit providing a relief nursery, parenting classes, and home visits. |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | The project will benefit at least 100 LMI individuals. |
| | **Location Description** | East Marion County Service Area |
| | **Planned Activities** | Addition of staff to support doubling of current service capacity in their new facility. |
| **4** | **Project Name** | LMI Community Support Service Facilities – North Marion County |
| | **Target Area** | North Marion County Service Area |
| | **Goals Supported** | Increase Access to Community Services |
| | **Needs Addressed** | Services for Low- Moderate-Income Individuals and Families |

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| | | |
|---|---|---|
| | **Funding** | $113,016 |
| | **Description** | The funds granted will support the expansion of services to children experiencing trauma from abuse, neglect, parents incarcerated, or grief. This increases access to these services in north Marion County. |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | There is anticipated to be an initial benefit from this grant in the first year to 120 individuals in north Marion County. |
| | **Location Description** | North Marion County |
| | **Planned Activities** | Addition of staff to support expansion of staff and service capacity in north Marion County. |
| **5** | **Project Name** | Residential Rehabilitation |
| | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Increase Availability and Affordability of Housing |
| | **Needs Addressed** | Affordable Housing |
| | **Funding** | $337,030 |
| | **Description** | The fund will provide homeowner rehab loans to LMI households. |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | Funds to provide assistance for up to 5 – 9 LMI homeowners. |
| | **Location Description** | Marion County Service Area |
| | **Planned Activities** | Homeowner Residential Rehab |
| | **Project Name** | CHDO Set-Aside |

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| | | |
|---|---|---|
| 6 | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Provide for CHDO Set-Aside |
| | **Needs Addressed** | Low-to-Moderate Income Housing |
| | **Funding** | HOME: $74,180 |
| | **Description** | Per the HOME Regulations, a minimum of 15% of annual HOME allocation is required to be set aside for CHDO activities. |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | This project is yet to be determined but the County is allocating the required 15% for the CHDO Set-Aside. |
| | **Location Description** | Marion County Service Area |
| | **Planned Activities** | These funds will be utilized to develop affordable housing. |
| 7 | **Project Name** | Homebuyer Assistance |
| | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Increase Availability and Affordability of Housing |
| | **Needs Addressed** | Low-to-Moderate Income Housing |
| | **Funding** | HOME: $370,900 |
| | **Description** | Homebuyer Assistance for LMI households (under 80% AMI). The funding will be available on a first-come, first served basis. The county partners with DevNW to provide homebuyer counseling, help with the application process including obtaining necessary income documentation, and other services to assist applicants to be successful homeowners. |
| | **Target Date** | 6/30/2026 |

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| | | |
|---|---|---|
| | **Estimate the number and type of families that will benefit from the proposed activities** | It is estimated this activity will benefit three LMI households. |
| | **Location Description** | Marion County Service Area |
| | **Planned Activities** | Approximately three households will be provided homebuyer assistance to purchase homes. |
| 8 | **Project Name** | Program Administration |
| | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Support Program Success |
| | **Needs Addressed** | Low-to-Moderate Income Individuals and Households |
| | **Funding** | CDBG: $284,021<br>HOME: $49,453 |
| | **Description** | Administration for CDBG/HOME Program |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | These funds are for the administration of the CDBG/HOME Program. |
| | **Location Description** | Marion County Service Area |
| | **Planned Activities** | Funds are for the administration of the CDBG/HOME Program. |
| 9 | **Project Name** | LMI Youth Services |
| | **Target Area** | Central Marion County Service Area |
| | **Goals Supported** | Other Public Service |
| | **Needs Addressed** | LMI Youth Support Services |
| | **Funding** | Other Local County Funds: $150,000 |
| | **Description** | This program provides mentoring services and job and life skills training for LMI youth in central Marion County. |

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| | | |
|---|---|---|
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | This program will assist up to 2,000 individuals per year. |
| | **Location Description** | Central Marion County Service Area |
| | **Planned Activities** | Funds are for monthly lease costs, supplies, and personnel. |

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## AP-50 Geographic Distribution – 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Marion County entitlement jurisdiction includes all cities (19), except Salem, which is its own Entitlement Area, and all of the unincorporated areas of the county. Within the county jurisdiction there are 36 Block Groups that are identified as LMI Block Groups.

### Table 10 – Geographic Distribution

| Target Area | Percentage of Funds |
|---|---|
| LMI Areas | |
| Marion County Service Area | 100 |

### Rationale for the priorities for allocating investments geographically

N/A

### Discussion

The 2025-2026 Annual Action Plan has no specifically targeted areas.

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## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

### Introduction

For program year 2025-2026 Marion County anticipates supporting 3 addtional households with homebuyer assistance.

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

| One Year Goals for the Number of Households to be Supported | |
|---|---|
| Homeless | 0 |
| Non-Homeless | 12 |
| Special-Needs | 0 |
| Total | 12 |

**Table 12 - One Year Goals for Affordable Housing by Support Type**

| One Year Goals for the Number of Households Supported Through | |
|---|---|
| Rental Assistance | 0 |
| The Production of New Units | 0 |
| Rehab of Existing Units | 9 |
| Acquisition of Existing Units | 3 |
| Total | 12 |

### Discussion

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## AP-60 Public Housing – 91.220(h)

### Introduction

The Marion County Housing Authority continues to own and operate affordable housing options as well as the Housing Choice Vouchers in the County.

### Actions planned during the next year to address the needs of public housing

While public housing is the primary responsibility of the Marion County Housing Authority (MCHA), Marion County Community Services will continue to work cooperatively with MCHA to seek opportunities to partner with them on potential public housing projects.

A 34-unit apartment complex has been purchased by the local housing authority in Mt. Angel. Two more low-income housing projects are in development, one in Woodburn, and one in Silverton.

### Actions to encourage public housing residents to become more involved in management and participate in homeownership

Marion County Housing Authority administers a family self-sufficiency program. The Housing Authority also executed an MOU with DevNW to refer Family Self-Sufficiency participants to DevNW for participation in their suite of services. Their services include financial education, home ownership courses, and access to Individual Development Accounts when available.

### If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Marion County Public Housing Authority is not designated as troubled.

### Discussion

Marion County CDBG/HOME Program will continue to collaborate with Marion County Housing Authority on potential projects for funding in the future.

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## AP-65 Homeless and Other Special Needs Activities – 91.220(i)

### Introduction

The county will continue to look at ways in the short-term and in the future to help address homelessness and special needs activities.

### Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

### Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Marion County is an active partner with The Mid-Willamette Valley Homeless Alliance (MWVHA), which is the coalition of local homeless services agencies. MWVHA works with area service providers in conducting assessments of homeless individuals including unsheltered persons through the Coordinated Entry System.

Marion County continues to assess the needs of homeless individuals and how to apply funding opportunities to meet their needs.

### Addressing the emergency shelter and transitional housing needs of homeless persons

As part of the Consolidated Plan, Marion County identified homelessness as a priority. To address this, the Board of Commissioners has directed funding to five local non-profits that include services to local homeless persons.

### Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Marion County has directed funding to organizations that directly work with individuals and families to develop life skills for independent living, vocational training, and establish a strong support network to ensure their success in the community.

Additionally, Marion County continues to work with Mid-Willamette Valley Homeless

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Alliance (MWVHA), a local agency, addressing this goal.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Marion County will continue to assess ways in which it can help homeless/at risk of homelessness populations. The funding allocated to Catholic Community Services, Marion Polk Food Share, Family Building Blocks, Liberty House, Valor Mentoring, and the Marion County Homeowner Residential Rehabilitation program will expand services to low-income, and individuals at-risk of becoming homeless.

**Discussion**

Marion County will continue to work closely with the Mid-Willamette Valley Homeless Alliance, Marion County Health and Human Services Housing Program and other agencies to advocate for solutions to the homeless crisis facing the area. Marion County has funded a nonprofit that is expanding to serve elderly individuals with special needs such as mobility, mental health needs and the needs of homeless residents with minor children.  Marion County has also committed funds to help rehabilitate homes of low-income residents that may need accommodations such as ramps or other safety and accessibility improvements.

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## AP-75 Barriers to affordable housing – 91.220(j)

### Introduction:

Marion County recognizes that there are a variety of barriers to affordable housing, creating a need for a multifaceted approach. Marion County realizes that it will take collaboration from community partners and agencies to be successful in overcoming these barriers. These barriers include land-use planning laws, socio-economic circumstances, lack of available housing inventory (of all levels), community opposition, significant increase in housing and construction costs, and lengthy processes for administrative elements (permits, contracts, approvals, legal review, etc.)

### Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

While Marion County does not have direct jurisdictional authority in most of the Marion County Service Area, the county encourages local and state decision makers to consider changes to zoning, tax, and permitting policies that currently obstruct access to affordable housing.

### Discussion:

Marion County will continue to advocate for affordable housing whenever strategically possible within its jurisdiction and encourage community partners to do the same.

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## AP-85 Other Actions – 91.220(k)

### Introduction:

Marion County continues to analyze processes and procedures to become more effective and efficient for its citizens.

### Actions planned to address obstacles to meeting underserved needs

Marion County continues to increase capacity, building on the foundation of the Consolidated Plan. The emphasis this year is on investment in community facilities including food, shelter, and vocational training. In addition, support for the expansion of services to support LMI populations is also included.

### Actions planned to foster and maintain affordable housing

Marion County continues to engage developers and non-profits to create and maintain affordable housing. Under the PY2025-2026 plan, Marion County has allocated additional funding to homebuyer assistance and homeowner rehabilitation.

### Actions planned to reduce lead-based paint hazards

Marion County will follow HUD requirements on lead-based paint hazard abatement when applicable. As part of Marion County's residential rehabilitation program, lead-based paint evaluations and tests are performed. Corrective action is taken as needed.

### Actions planned to reduce the number of poverty-level families

Marion County is focusing on the following two main areas to reduce the number of poverty-level families.

1.) **Encourage Economic Development**: Marion County is allocating funding to a program that will provide on the job training to previously homeless individuals that are currently sheltered. The purpose is to help these persons develop marketable skills in the food-service industry.

**Direct Homeowner Assistance**: Homebuyer assistance for low-income families to enable homeownership to build housing stability.

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**Actions planned to develop institutional structure**

Marion County will be reevaluating policies and procedures on an ongoing basis as it continues to operate its program.

**Actions planned to enhance coordination between public and private housing and social service agencies**

Marion County will continue to work on building a network of public and private housing, and social service agencies. In the previous year, this was accomplished through a variety of opportunities. These included participation in Service Integration Teams in multiple locations (which will include an additional location to be added in the fall of 2025), meetings with local community partners focused on collaboration efforts to address affordable housing, and numerous individual agency meetings. Marion County will continue with this approach in the 2025-2026 plan year.

**Discussion:**

Marion County continues to build its network of community partners as a productive way to address the affordable housing issue in our area.

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## Program Specific Requirements

## AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

### Introduction:

Marion County will continue to allocate at least 70% of funds to benefit LMI populations. Any program income received in PY2025 will be reinvested in eligible community projects as per HUD requirements. At this current time there are no funds expected to go to activities that do not meet that requirement.

### Community Development Block Grant Program (CDBG)
### Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

| | |
|---|---|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| **Total Program Income:** | **0** |

### Other CDBG Requirements

| | |
|---|---|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two, or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 70.00% |

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**HOME Investment Partnership Program (HOME)**
**Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

   The HOME Funds allocated are not being utilized for any forms of investments beyond those identified in Section 92.205

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

   The guidelines for resale or recapture are specified in the Resale and Recapture Policy of the Marion County Board of Commissioners, dated August 2, 2023. A copy of this policy is included in the appendices of this plan.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds, See 24 CFR 92.254(a)(4), are as follows:

   The guidelines for resale or recapture are specified in the Resale and Recapture Policy of the Marion County Board of Commissioners, dated August 2, 2023. A copy of this policy is included in the appendices of this plan.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

   The County does not anticipate refinancing existing debt.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

   N/A

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6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

   N/A

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

   N/A

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# Appendices

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# Annual Community Survey
# Citizen Participation Comments

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**2025-2026 CDBG / HOME Annual Survey Questions**

1. Eligible activity priority, where should the money be spent? (Rank the list by priority)
    a. Programs to support affordable home ownership.
    b. Programs to provide affordable rental housing.
    c. Programs to improve infrastructure to support affordable housing development.
    d. Programs to support public services addressing homelessness and affordable housing.
    e. Programs to support services to individuals in crisis i.e., domestic violence, financial crisis, mental health, etc.
    f. Programs to support improvements that increase employment opportunities for low- and moderate-income individuals.
2. Which of the following are lacking in your community? (Select all that apply)
    a. Programs to support affordable home ownership.
    b. Programs to provide affordable rental housing.
    c. Programs to improve infrastructure to support affordable housing development.
    d. Programs to support public services addressing homelessness and affordable housing.
    e. Programs to support services to individuals in crisis i.e., domestic violence, financial crisis, mental health, etc.
    f. Programs to support improvements that increase employment opportunities for low- and moderate-income individuals.
3. Which of these programs does your agency provide? (Select all that apply)
    a. Programs to support affordable home ownership.
    b. Programs to provide affordable rental housing.
    c. Programs to improve infrastructure to support affordable housing development.
    d. Programs to support public services addressing homelessness and affordable housing.
    e. Programs to support services to individuals in crisis i.e., domestic violence, financial crisis, mental health, etc.
    f. Programs to support improvements that increase employment opportunities for low- and moderate-income individuals.
4. Rank the following factors creating challenges in your community in order of priority (Rank the list in priority order)
    a. Affordable home ownership
    b. Availability of affordable rentals
    c. Accessing community support services i.e., youth programs, senior services, services to individuals with disabilities, services to individuals with mental illness, etc.

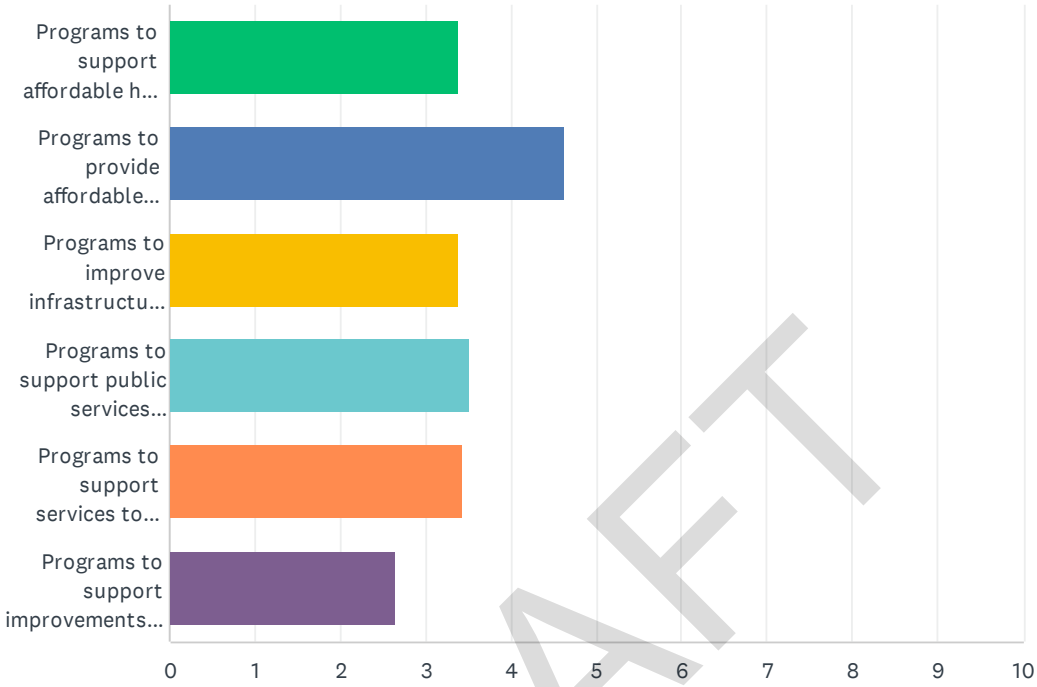
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    d. Vocational training and support programs to improve opportunities for low- to moderate-income individuals to access employment.
5. From your agency's perspective what are the leading causes of homelessness? (select if it is: Not a Cause, Minor Cause, Somewhat a Cause, Major Cause, Primary Cause)
    a. Extended loss of income or financial crisis i.e., large unexpected medical expenses, unplanned major repairs, loss of employment, etc.
    b. Domestic violence / human trafficking
    c. Youth who are no longer able to live with their parents / guardians
    d. Mental illness
    e. Substance abuse and addiction
6. Please provide any other input that your agency feels would be helpful to provide to this program.
7. Agency name
8. Your name
9. Your email address
10. Phone number

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# Q1 Eligible Activity Priority, Where Should the Money Be Spent? [Rank the list in priority order]

Answered: 75 Skipped: 0

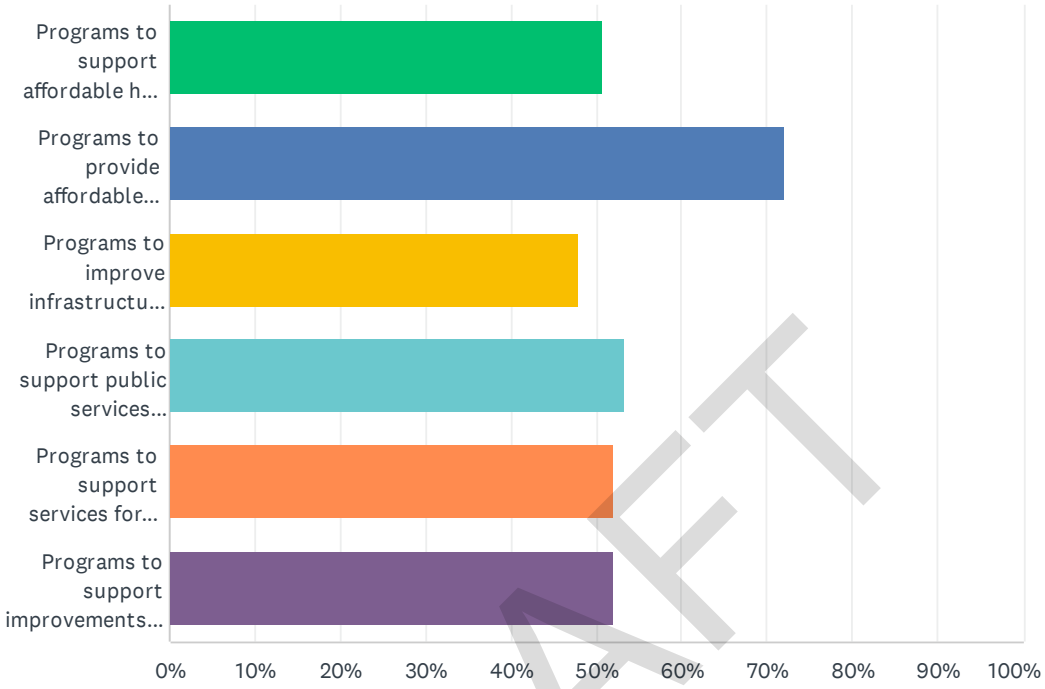



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| | 1 | 2 | 3 | 4 | 5 | 6 | TOTAL | SCORE |
|---|---|---|---|---|---|---|---|---|
| Programs to support affordable home ownership | 25.33% 19 | 9.33% 7 | 12.00% 9 | 12.00% 9 | 14.67% 11 | 26.67% 20 | 75 | 3.39 |
| Programs to provide affordable rental housing | 33.33% 25 | 25.33% 19 | 21.33% 16 | 13.33% 10 | 4.00% 3 | 2.67% 2 | 75 | 4.63 |
| Programs to improve infrastructure to support affordable housing development | 12.00% 9 | 16.00% 12 | 16.00% 12 | 25.33% 19 | 17.33% 13 | 13.33% 10 | 75 | 3.40 |
| Programs to support public services addressing homelessness and affordable housing | 12.00% 9 | 17.33% 13 | 20.00% 15 | 24.00% 18 | 14.67% 11 | 12.00% 9 | 75 | 3.52 |
| Programs to support services to individuals in crisis i.e., domestic violence, financial crisis, mental health, etc. | 6.67% 5 | 22.67% 17 | 21.33% 16 | 16.00% 12 | 22.67% 17 | 10.67% 8 | 75 | 3.43 |
| Programs to support improvements that increase employment opportunities for low- and moderate-income individuals | 10.67% 8 | 9.33% 7 | 9.33% 7 | 9.33% 7 | 26.67% 20 | 34.67% 26 | 75 | 2.64 |

# Q2 Which of the Following Are Lacking in Your Community? [Select all that apply]

Answered: 75 Skipped: 0

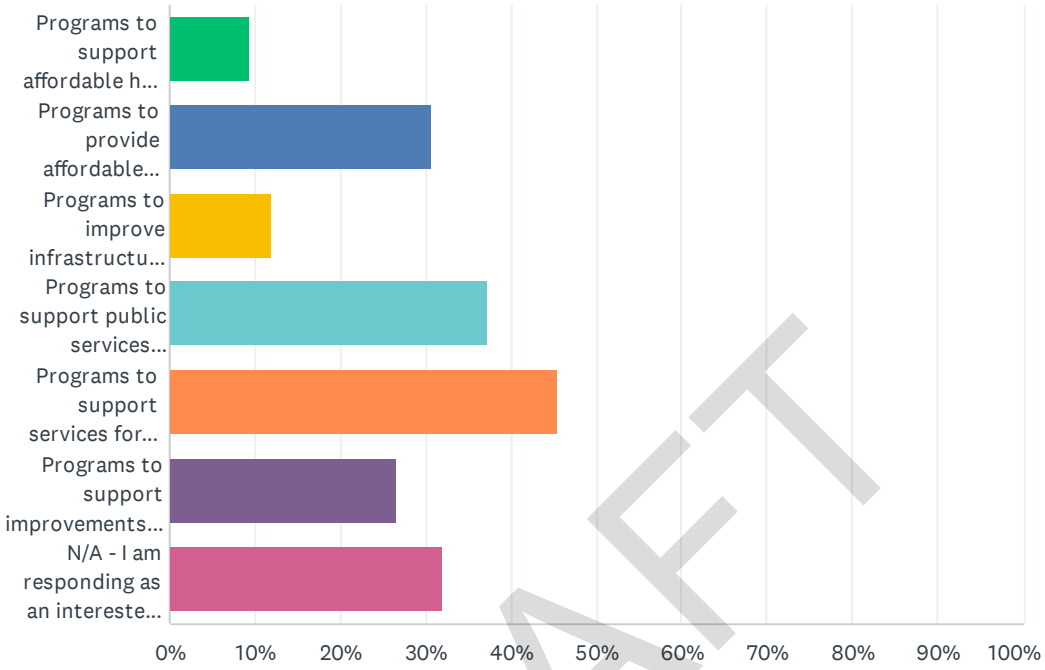



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| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Programs to support affordable home ownership | 50.67% | 38 |
| Programs to provide affordable rental housing | 72.00% | 54 |
| Programs to improve infrastructure to support affordable housing development | 48.00% | 36 |
| Programs to support public services addressing homelessness and affordable housing | 53.33% | 40 |
| Programs to support services for individuals in crisis i.e., domestic violence, financial crisis, mental health, etc. | 52.00% | 39 |
| Programs to support improvements that increase employment opportunities for low- and moderate-income individuals | 52.00% | 39 |
| Total Respondents: 75 | | |

# Q3 Which of these Programs Does Your Agency Provide? [Select all that apply]

Answered: 75 Skipped: 0

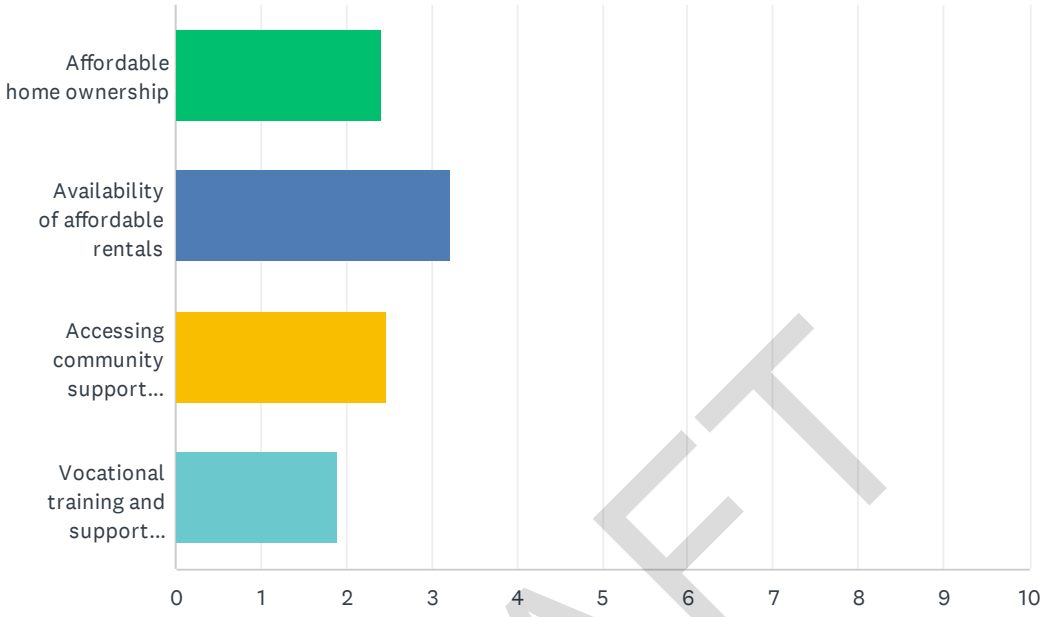



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| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Programs to support affordable home ownership | 9.33% | 7 |
| Programs to provide affordable rental housing | 30.67% | 23 |
| Programs to improve infrastructure to support affordable housing development | 12.00% | 9 |
| Programs to support public services addressing homelessness and affordable housing | 37.33% | 28 |
| Programs to support services for individuals in crisis i.e., domestic violence, financial crisis, mental health, etc. | 45.33% | 34 |
| Programs to support improvements that increase employment opportunities for low- and moderate-income individuals | 26.67% | 20 |
| N/A - I am responding as an interested community member. | 32.00% | 24 |
| Total Respondents: 75 | | |

# Q4 Rank the Following Factors Creating Challenges in Your Community in Order of Priority [Rank the list in priority order]

Answered: 75 Skipped: 0

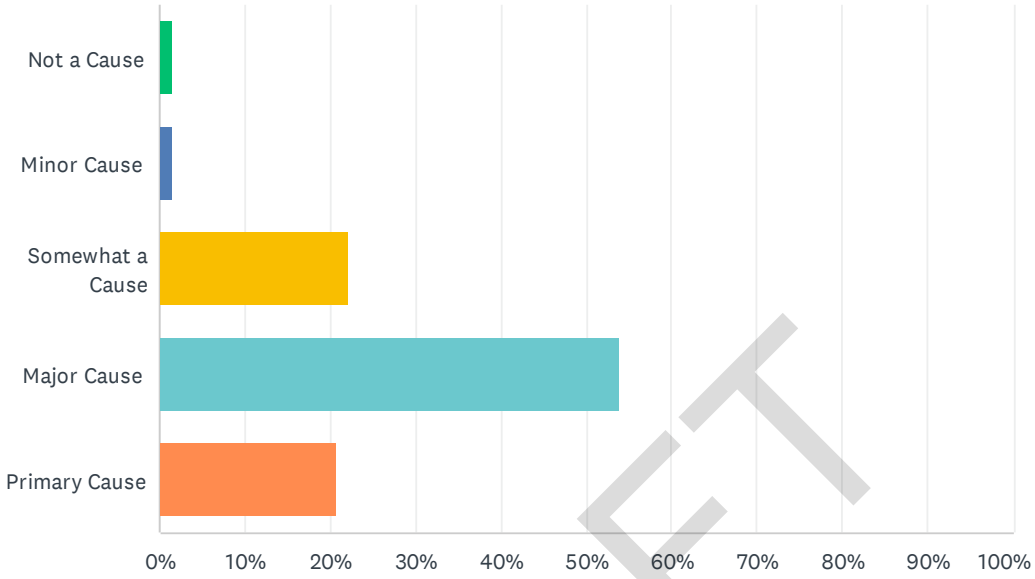



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| | 1 | 2 | 3 | 4 | TOTAL | SCORE |
|---|---|---|---|---|---|---|
| Affordable home ownership | 26.67% 20 | 18.67% 14 | 24.00% 18 | 30.67% 23 | 75 | 2.41 |
| Availability of affordable rentals | 46.67% 35 | 33.33% 25 | 16.00% 12 | 4.00% 3 | 75 | 3.23 |
| Accessing community support services i.e., youth programs, senior services, services to individuals with disabilities, services to individuals with mental illness, etc. | 18.67% 14 | 32.00% 24 | 26.67% 20 | 22.67% 17 | 75 | 2.47 |
| Vocational training and support programs to improve opportunities for low- to moderate-income individuals to access employment | 8.00% 6 | 16.00% 12 | 33.33% 25 | 42.67% 32 | 75 | 1.89 |

# Q5 Extended loss of income or financial crisis i.e., large unexpected medical expenses, unplanned major repairs, loss of employment, etc.

Answered: 63 Skipped: 12

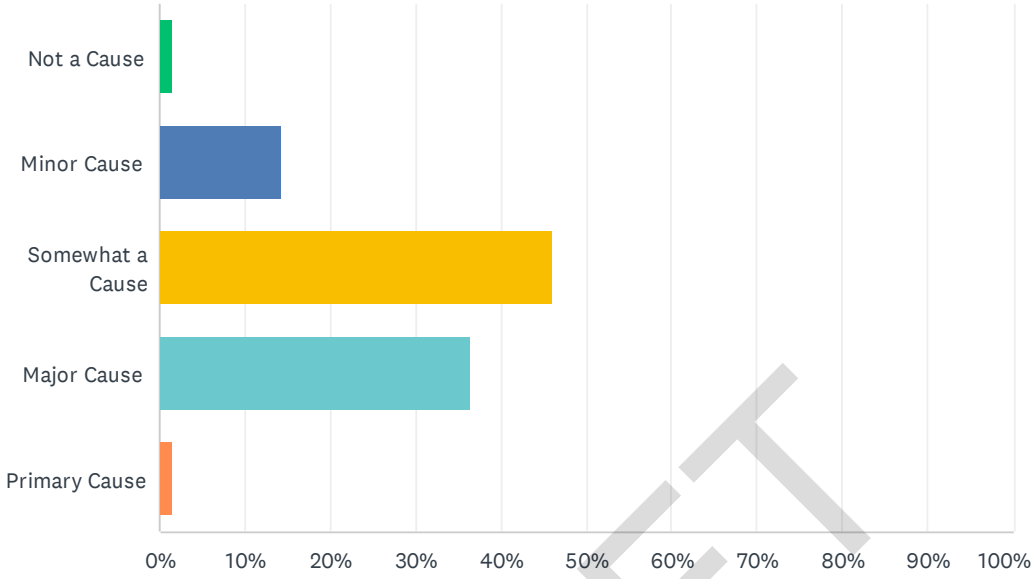



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| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Not a Cause | 1.59% | 1 |
| Minor Cause | 1.59% | 1 |
| Somewhat a Cause | 22.22% | 14 |
| Major Cause | 53.97% | 34 |
| Primary Cause | 20.63% | 13 |
| TOTAL | | 63 |

# Q6 Domestic Violence / Human Trafficking

Answered: 63 Skipped: 12

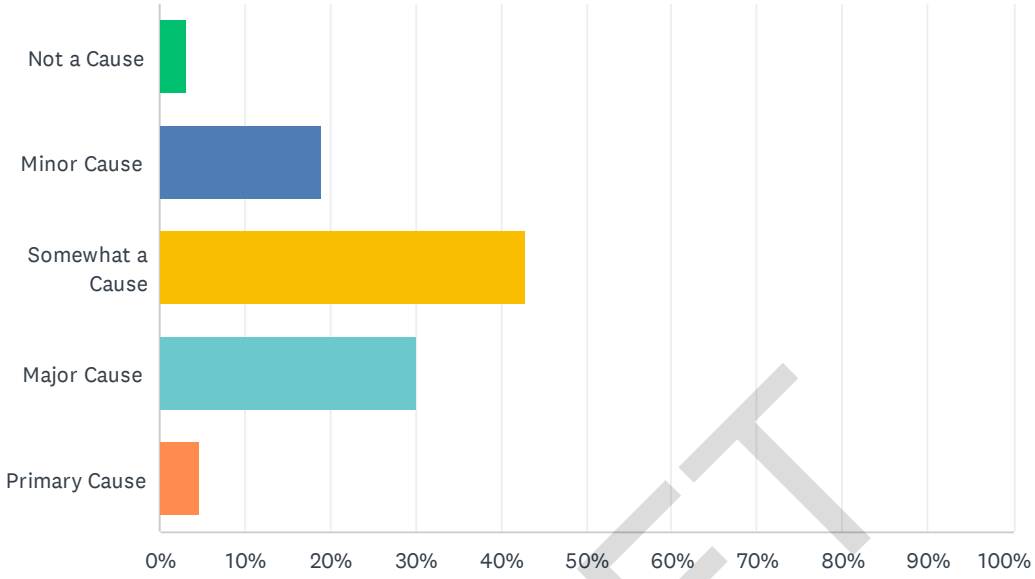



| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Not a Cause | 1.59% | 1 |
| Minor Cause | 14.29% | 9 |
| Somewhat a Cause | 46.03% | 29 |
| Major Cause | 36.51% | 23 |
| Primary Cause | 1.59% | 1 |
| TOTAL | | 63 |

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# Q7 Youth who are no longer able to live with their parents / guardians

Answered: 63 Skipped: 12

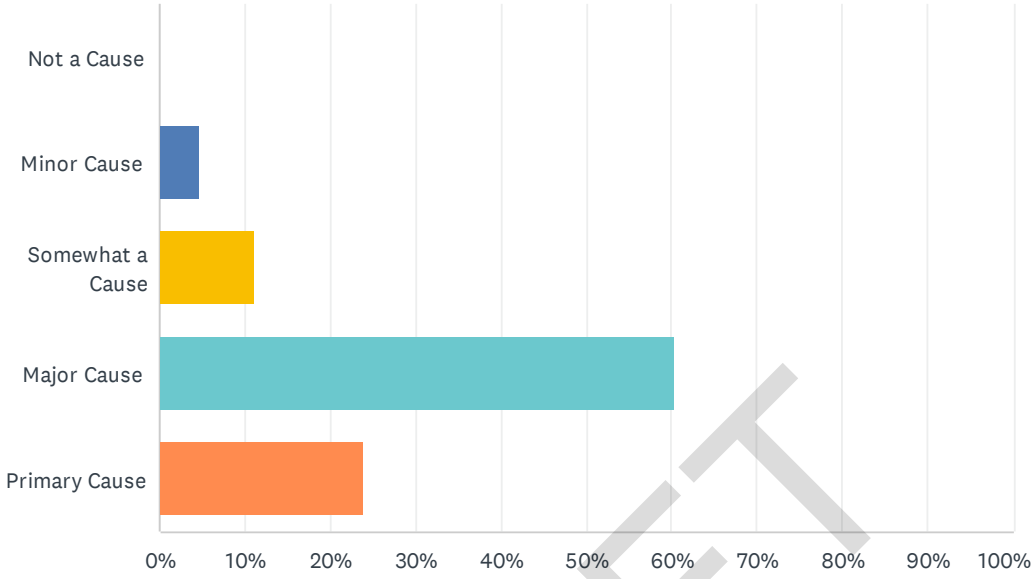



| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Not a Cause | 3.17% | 2 |
| Minor Cause | 19.05% | 12 |
| Somewhat a Cause | 42.86% | 27 |
| Major Cause | 30.16% | 19 |
| Primary Cause | 4.76% | 3 |
| TOTAL | | 63 |

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# Q8 Mental Illness

Answered: 63 Skipped: 12

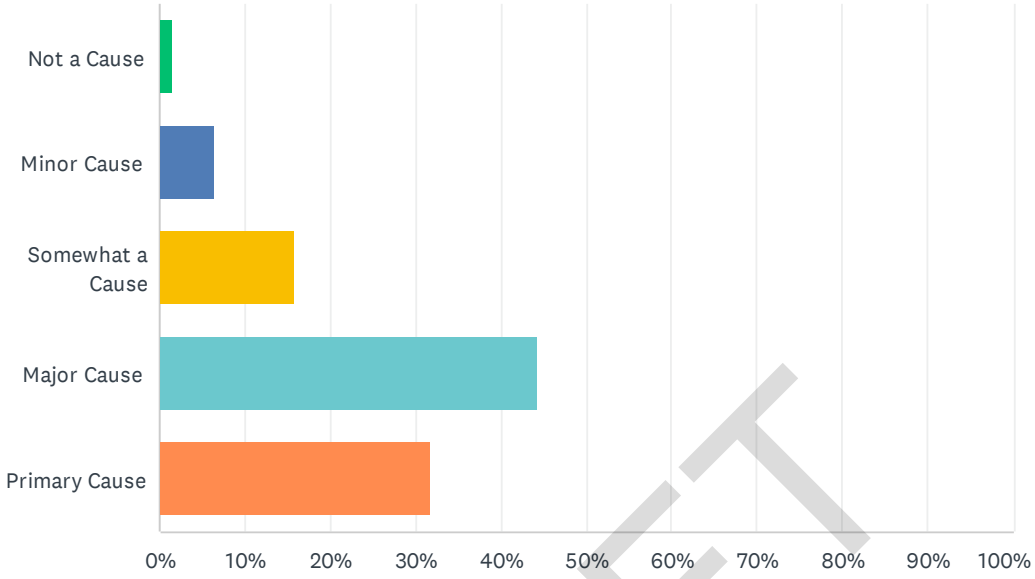



| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Not a Cause | 0.00% | 0 |
| Minor Cause | 4.76% | 3 |
| Somewhat a Cause | 11.11% | 7 |
| Major Cause | 60.32% | 38 |
| Primary Cause | 23.81% | 15 |
| TOTAL | | 63 |

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# Q9 Substance abuse and addiction

Answered: 63 Skipped: 12




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Not a Cause | 1.59% | 1 |
| Minor Cause | 6.35% | 4 |
| Somewhat a Cause | 15.87% | 10 |
| Major Cause | 44.44% | 28 |
| Primary Cause | 31.75% | 20 |
| TOTAL | | 63 |

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# Please provide any other input that you feel would be helpful to provide to this program.

[Responses are listed as submitted without edits or corrections]

| RESPONSES |
| --- |
| My son and I still become homeless by July 2025 our lease of our rental agreement will end by than and since I got technically no full time job and a disability now we help in being able to get a place to have a roof under our heads. I have a bit of income but would need help in with able to pay for rent more than 50% of it with the new income i started to get with the disability i have |
| As a provider of transitional housing, often see the importance of this service being overlooked or under served in the continuum of care. Transitional housing provides a much-needed steppingstone for individuals rebuilding their lives and prepares them to move on to a more permanent housing option. |
| We need more shelters and transitional homes and ways to help those who truly cannot help themselves |
| I believe the cause of homelessness is a combination of all of the above factors. Mental health and addiction are leading contributors to homelessness. |
| Students face many financial challenges to support their housing rent and mortgages. Many use their Financial aid to help pay for rent or pay their mortgages or/and help their parents rent and pay mortgages. The cost of living and housing costs has increased so much that Financial aid and employment is not enough to make it as a student. It's hard for students to become independent when needing to leave unhealthy family situations that involved physical, emotional and drug abuse. Shelters are temporally and they need something more permanent. Students are part of the community and contribute to the workforce. |
| more affordable housing units are needed in the Canyon area |
| low-barrier and housing first mentality is a must! keeping folks in their housing is critical until more affordable housing is available |
| We have had a fairly good combination of services for those in need but still needed more funding. My major concern is the lack of funding from the Federal and state governments. Also, I believe that 99% of the people in the Santiam Canyon that got case management after the 2020 fires have now moved beyond case management. FEMA was not particularly helpful. Some households had to apply 10+ times to actually get help from FEMA and some of households were finally getting payments from FEMA 3 years later. I'm sure that many households just gave up. |
| Substance use and mental illness go hand in hand. Most times you do not see substance use without mental illness which is why treating co-occurring disorders is so important. Many people self medicate to escape their personal reality. Peer mentors help so much because they listen to and walk alongside those who are suffering from the two primary causes of homelessness. |
| Having transitional housing for individuals who are struggling with their mental health and addiction, are always a constant factor when attempting to finding housing for an individual. There needs be more funding to help support creating these forms of housing. |
| The unhoused are not all on drugs or criminals, yet they are all grouped into one category. I feel like everyone should be able to get help if needed. It is hard to navigate a system you don't know, and if you also don't know anyone else. There should be some kind of help for them. |
| Personally, the skyrocketing rent has caused a huge increase in homelessness. Working families with low-wage jobs cannot afford to pay the rent. |

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| |
|---|
| Affordable housing has been shown to decrease everything else. The community needs access to this despite national economic shifts. |
| The causes listed above, like addiction and mental health issues are exacerbated by the lack of hope for a good job and accumulating wealth over time. |
| This is a survey that will benefit the homeless community and I think that as more people answer questions on this survey, the more will be a greater idea how to support the homeless community. |
| Perfect storm, cuts in services, no options for mental health and drug and alcohol treatment, especially in youth, lack of affodable housing, no community programming to support youth and population in the margins, skyrocketing health care costs, social security unease. |
| Senior homelessness for economic reasons is surging in our program. They need a safe place to land and affordable rentals. |
| OHCS is not supporting how it should. coordinated entry is terrible. Scoring system doenst work, creates a gap |
| Eliminate illegal drugs and allow for enforcement of anti-camping on public properties/ROW. |
| Many factors lead to homelessness, and, for many homeless, there are more than one causes. |
| Living wage not keeping up with cost of living are huge economic hurdles. All costs play a factor in housing, market rate, lack of a broken down infrastructure, population increases and overwhelmed "systems". Federal funding continues to get more and more challenging to spend-BABA, Section 3, environmental reviews are time suckers, and developers don't need more challenges when the supply chain is still an issue. Creating a way to support more middle housing, not just multi family units, but more options for families and less infrastructure barriers for developers seems to be a smoother path. The government is not meant to support everyone all of the time. These funds are for a leg up to stability. Partnering where possible to leverage funds for a long term equitable event or product is more and more financially necessary. |
| Public transit, although not a direct support for affordable housing, is an affordable transportation alternative for those living within a quarter mile of a bus stop in Marion and Polk Counties. Cherriots enables low-income persons, including those experiencing houseless living, a way to get to social services and job interviews, which assists these individuals with getting back on their feet and living productive, healthy lives. |
| Soaring Heights provides sober living homes. A consistently, overlooked component of the continuum of care. Transitional housing has been proven to be a successful step for individuals recovering from substance use / homelessness to gainful employment and permanent housing. |
| Most homeless derives from loss of job, divorce and mental illness. |
| More inpatient treatment beds for behavioral health |
| I believe that poverty is the root cause of homelessness and despair |

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# Agency Name or Interested Community Member

[Not all participants identified their agency or name]

| RESPONSES |
| --- |
| N/A |
| Community Member |
| CCS |
| Cherriots |
| Soaring Heights Recovery Homes |
| Crossroads Communities |
| Community Member |
| SFSD |
| Silverton Area Community Aid |
| Interested Community Member |
| Legacy Health |
| Center for Hope & Safety |
| Chemeketa Community College |
| Interested community member |
| Arches/ Santiam Outreach Community Center |
| *Individual Name Removed to Protect Privacy* |
| Community Member of Santiam Service Integration |
| ROCC |
| MPELH |
| Stayton city council |
| Bridgeway Community Health |
| Interested Community Member |
| Interested community member |
| Community Member |
| Mid-Willamette Valley Community Action Agency |
| ARCHES |
| Mid-Willamette Valley Community Action Agency |
| DevNW |
| City of Woodburn |
| CBEL |
| Prefer not to provide |
| MCHA |
| Iron Tribe Network |

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| |
|---|
| HIV Alliance |
| DevNW |
| CASA of Marion County |
| *Individual Name Removed to Protect Privacy* |
| Mt Angel School District |
| *Individual Name Removed to Protect Privacy* |
| HIV Alliance |
| Interested community member |
| Salem For Refugees |
| Valor Mentoring |
| United Way of the Mid-Willamette Valley |
| Church at the Park |
| City of Woodburn |
| Na |
| Bridgeway Community Health |
| City of Stayton |
| Santiam Hospital |
| UGM |
| Crossroads Communities |
| City of Salem |
| Salem Area Mass Transit District |
| Soaring Heights Recovery Homes |
| Seed of Faith Ministries |
| *Individual Name Removed to Protect Privacy* |
| Sheltering Silverton |
| Community Member |
| Keizer Chamber of Commerce |
| Bridgeway Community Foundation |
| *Individual Name Removed to Protect Privacy* |
| Capital Futbol Club |

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# CDBG and HOME
# Recapture and Resale Policy

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# Homeowner Residential Rehabilitation Program Policy

## Marion County Community Services

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**Marion County-CDBG Homeowner Residential Rehabilitation Program**

**August 2, 2023**

## Introduction

Marion County is a participating jurisdiction in HUD's Community Development Block Grant (CDBG) Program. Marion County (County) has elected to establish a written Homeowner Residential Rehabilitation Program Policy to establish recapture requirements associated with the Homeowner Residential Rehabilitation Loan Program. This policy included in the appendices of the Annual Action Plan clearly describes the recapture provisions, the specific circumstances under which these provisions will be used, and how the County will enforce the provisions for Homeowner Residential Rehabilitation projects. HUD reviews and approves the provisions as part of the Annual Action Plan process.

The purpose of this section is to provide the policy for the Marion County's Homeowner Residential Rehabilitation Loan Program. County may use CDBG funds for different types of programs to assist with single-family residences:

- Homeowner Rehabilitation
- Construction of new housing
- Homeownership Assistance

For the purpose of this policy, only Homeowner Residential Rehabilitation will be addressed. If County chooses to engage in other allowed activities under the CDBG program, separate policies will be developed to accommodate these activities.

## General CDBG Property Restrictions

For a homebuyer or homeowner to be eligible for CDBG assistance, they must have a low to moderate income, at or below 80% of area median income, as provided by HUD. The household must be rehabilitating a home that they intend to maintain as their primary residence.

## Recapture Policy

Marion County uses a "recapture" model for the Homeowner Residential Rehabilitation program to assist homebuyers in the rehabilitation of the homeowner's primary residence.

**Homeowner Residential Rehabilitation Program**: Marion County has a Homeowner Residential Rehabilitation Program. A maximum amount of $50,000 of total assistance is available to qualifying LMI homeowners. The $50,000 is comprised of a 0% interest, deferred payment loan whereby 100% of the amount provided must be repaid if home is sold within the first 5 years. From years 6-10 the loan will decline at 14% of the original loan amount per year, leaving 30% of the original loan amount balance remaining. The remaining 30% of the original loan amount will

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remain on the property payable at the time the property is sold, or transfer of ownership occurs. Underwriting will be conducted on each property to determine the amount of subsidy to contribute to each household. A written agreement, signed by all parties, in the form of a promissory note and trust deed will serve as the security for these loans. The lien will be recorded in the land records of Marion County.

Explanation of Recapture:

Remaining amount to be paid back to Marion County, based on the date of sale or transfer of the property.

**Loan Payback Example**

$38,000 – Original loan amount (maximum loan amount allowed in up to $50,000)

$38,000 due if sold in Year 1

$38,000 due if sold in Year 2

$38,000 due if sold in Year 3

$38,000 due if sold in Year 4

$38,000 due if sold in Year 5

$32,680 due if sold in Year 6

$27,360 due if sold in Year 7

$22,040 due if sold in Year 8

$16,720 due if sold in Year 9

$11,400 starting in Year 10 will remain as a lien until the property is sold or transfers ownership. In years 6 – 10 the loan balance declines by $5,320 or 14% per year of the original $38,000 loan amount until 30% of the original loan remains. There is no penalty for early repayment of the loan balance.

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# HOME Recapture/Resale &

# Down Payment Assistance Policy

**Marion County Community Services**

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## Marion County-Recapture/Resale Policy

## August 2, 2023

### Introduction

Marion County is a participating jurisdiction in HUD's HOME Investment Partnership Program. Federal regulations require the county to establish written recapture/resale policies that comply with HOME statutory and regulatory requirements for the purpose of carrying out HOME-assisted homeownership activities. This policy included in the appendices of the Annual Action Plan describes the recapture/resale provisions, the specific circumstances under which these provisions will be used, and how the county will enforce the provisions for HOME-funded homeownership projects. HUD reviews and approves the provisions as part of the Annual Action Plan process.

The purpose of this section is to provide the policies for Marion County's HOME Investment Partnership Program. Marion County may use HOME funds for different types of programs to assist with single-family residences:

- Down Payment Assistance provided to new homebuyers
- New Construction of Affordable Housing

Down payment assistance will be subject to the recapture provisions, and new construction or renovation will be subject to resale provisions.

### General HOME Property Restrictions

For a homebuyer or homeowner to be eligible for HOME assistance, they must have a low to moderate income, at or below 80% of area median income, as provided by HUD. The household must be purchasing, constructing, or rehabilitating a home that they intend to maintain as their primary residence. Depending on the amount of HOME assistance provided to the residence, the property must remain affordable for the number of years indicated in the County's written agreement with the homebuyer. If the property is sold during this time, or if it is no longer the primary residence of the household, the recapture/resale provisions will be enforced.

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**Recapture Policy**

Marion County uses a "recapture" model for the down payment assistance program to assist homebuyers in the purchase of a new home. Under HOME recapture provisions, financial assistance is provided directly to the buyer and must be repaid if the property is sold, or transferred. The home must remain occupied by the qualifying low- to moderate-income (LMI) buyer during the affordability period. Once the funds are repaid to Marion County the property is no longer subject to any HOME restrictions. At that point the County may then use the funds for other HOME-eligible activities. Recapture will be enforced over a 99-year period for the Homeownership Program.

**Homeownership Program**: Marion County has established a down payment assistance program with a maximum amount of $125,000 in total down payment assistance available to qualifying LMI prospective home buyers. The assistance is provided through one loan comprised of two parts consisting of the following. The first part of the assistance is up to $25,000 in the form of a 0% interest, deferred payment forgivable loan whereby 100% of the amount provided must be repaid if the home is sold within the first 5 years. In years 6-10 the loan will decline at an equal amount per year until there is zero balance remaining. The second part of the assistance is up to $100,000 that will remain on the property as a 99-year lien payable at the time the property is sold, or transfer of ownership occurs. Underwriting will be conducted on each property to determine the amount of subsidy to contribute to each household. A written agreement, signed by all parties, in the form of a promissory note and trust deed will serve as the security for these loans. The lien will be recorded in the land records of Marion County.

To satisfy the recapture requirement, the home buyer must pay back the direct HOME Subsidy at the time of sale, transfer, or if they no longer occupy the property as the primary residence. Recapture is calculated by taking the sales price minus documented homeowner investment, first mortgage pay-off, *and closing costs. This amount is the "Net Proceeds."* ***The County's recapture is limited to the net proceeds***, if any.

Marion County will prorate all loans based upon the exact amount of assistance provided as permitted by the underwriting policy of the County.

Explanation of Recapture:

Sales price minus documented homeowner investment minus loan debt (non-HOME debt) minus closing costs equals net proceeds. Net proceeds minus direct HOME subsidy recapture equals homeowner equity.

For purposes of this program, documented homeowner investment is an improvement over $3,000 to the structure or permanently affixed major system of the home with valid, third party receipts and valid permits, if applicable. (See info under resale provisions for more details regarding eligible expenses)

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**Loan Payback Example** (simple example is not inclusive of all potential factors that affect final first mortgage amount, but is intended to demonstrate recapture at the point of sale)

| | |
|---|---|
| Original Purchase Price | $350,000 |
| HOME Down Payment Assistance | $85,000 |
| Total Remaining Amount of First Mortgage | $265,000 |
| Sale Price of Home | $395,000 |

$395,000 (sales price) - $265,000 (1st Mortgage) - $15,000 (closing costs and documented homeowner improvements as referenced above) = $115,000 (Net proceeds available for recapture)

Based on $85,000 of down payment assistance, the amount of recapture due is as follows:

$85,000 due if sold in Year 1

$85,000 due if sold in Year 2

$85,000 due if sold in Year 3

$85,000 due if sold in Year 4

$85,000 due if sold in Year 5

$80,000 due if sold in Year 6

$75,000 due if sold in Year 7

$70,000 due if sold in Year 8

$65,000 due if sold in Year 9

$60,000 starting in Year 10 will remain as a 99-year lien or until the property is sold or transferred.

**Resale Policy**

The resale method is used when Marion County provides funding directly to a developer as a subsidy to reduce development costs, thereby, making the price of the home affordable to the buyer. Commonly referred as a "Development Subsidy," these funds are not repaid by the developer to the County but remain with the property for the term of affordability. These subsidies are subject to resale provisions. It is the policy of the Marion County Board of Commissioners to offer development subsidies up to the maximum amount permitted by HUD.

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The HOME statue states that "resale provision must limit subsequent purchase of the property to income-eligible families, provide the owner with a fair return on investment, including any improvements, and ensure that the housing will remain affordable to a reasonable range of low-income homebuyers."

**Affordable Maximum Monthly Housing Cost Defined**

Marion County's policy is to assist households whose income is between 60-80% of AMI through its HOME-funded homeownership activities. Marion County considers affordability as a household spending no more than the maximum allowed under Federal Housing Administration (FHA) income on the fixed costs of owning a home (payments of principal, interest, taxes, and insurance).

Restrictive covenants between the original homebuyer and the County must be signed prior to purchase. This must state the amount of HOME subsidy, the Period of Affordability, and the Fair Return Provision. The new homebuyer must be low or moderate income, meeting the HOME Program definition, and occupy the property as the principal residence during the remaining term of affordability.

Deed restrictions and Promissory Note must be executed and recorded by the County. It must include the number of years for the Period of Affordability; the amount of HOME subsidy used by the homebuyer; the terms of occupancy required as principal residence; and the restriction of the property's sale to income-eligible homebuyers during the remaining term of affordability.

New HOME funds may be invested in the form of down payment assistance for a subsequent low-income homebuyer at resale. This will extend the Period of Affordability according to the HOME guidelines and the property will remain subject to resale provisions.

Pre-payment of HOME funds does not terminate the Period of Affordability. The owner will be required to reside in the unit until the Period of Affordability has concluded. The exception to this is the sale or transfer of the residence or foreclosure.

**Fair Return on Investment**

Marion County will administer its resale provisions by ensuring that the original homebuyer receives a fair return on his/her investment and that the home will continue to be affordable to a specific range of incomes. Fair return on investment means the total homeowner investment which includes the total cash contribution at the time of purchase plus the approved capital improvements.

Documented homeowner investment is an improvement over $3,000 to the structure or permanently affixed major system of the home with valid, third party receipts and valid permits.

Eligible capital improvements could include but are not limited to the following:

a) Any additions to the home such as a bathroom, bedroom, or garage

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b) Replacement of HVAC systems, doors, windows, etc...
c) Accessibility improvements (bathroom modifications for disabled or elderly, installation of wheelchair ramps and grab bars, etc.) any and all of which must have been paid for directly by the homeowner and were not installed with federal, state, or locally funded grant programs; and
d) Outdoor improvements (driveways, walkway, retaining wall, or fence)

Note: All capital improvements will be visually inspected to verify existence and require valid receipts and permits if applicable. Regular home maintenance items such as furnace filters, duct cleaning, appliance repair, lawn care are not considered capital improvements.

**Continued Affordability and Resale Requirements**

Non-compliance with the residency requirement will necessitate the immediate repayment of HOME funds invested into the property unless the house is reoccupied by the original homebuyer or subsequently sold.

Resale is triggered when the house is sold or occupied by a household other than the original homebuyer during the term of affordability and a direct subsidy was provided to a developer.

When resale is triggered during the Period of Affordability, the developer/sponsor or subrecipient shall notify the county who will:

1. Agree to the new sale price with consultation from the subrecipient and written determination from a realtor or appraiser.
2. Confirm the fair return calculation to the seller and/or the county.
3. Review the income eligibility of the subsequent buyer; and
4. Determine the amount of time left to assume on the period of affordability.

The period of affordability is defined in the table below:

| Homeowner Assistance Amount | Minimum Period of Affordability Years |
|---|---|
| Under $15,000 | 5 |
| $15,000 to $40,000 | 10 |
| Over $40,000 | 15 |

At the point of resale, if the LMI buyer receives HOME funds for down payment assistance, then the period of affordability restarts and the resale provisions apply to the property. If a qualified LMI buyer purchases the home without further assistance with HOME funds, then only the remainder of the original period of affordability will remain in effect.

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Marion County will use a market rate (fee simple) appraisal conducted by an independent, state licensed appraiser to establish the value of the property prior to the initial purchase of the home, Marion County follows the standard practice for all real estate purchase transactions. By obtaining a new market rate fee simple appraisal, upon notice of intent to sell by the homebuyer, the County ensures that standard methods for determining property values are always used. In this way, market values are easily measured, professionally determined, and publicly accessible. No subjective judgments are made by the County or the homeowner as to what constitutes value and how value is determined.

The owner will be required to reside in the unit until the Period of Affordability has concluded. Pre-payment of HOME funds will not terminate the Period of Affordability. The exception to this is the sale or transfer of the residence or foreclosure.

The County may invest additional HOME funds to preserve affordability of the unit in the event of foreclosure.

The County will seek to collect the HOME investment due if the house is sold or goes into foreclosure and no subsequent qualified low-income homebuyer can be identified. The collection will be limited to the net proceeds available.

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# Public Meeting Materials

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MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**July 23, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, and Danielle Bethell. Staff: Jan Fritz, Matt Lawyer, Trevor Lane, Alvin Klausen, Mike Hartford, Brian Nicholas, Chris Einmo, Dennis Mansfield, Rhett Martin, Mark Liudahl, John Pettifer, Alisa Zastoupil, Wendy Zieker, Natalie Stone, Carol Heard, Steve Dickey, Sheila Roberts, Chris Eppley, Lori Klemsen, Skylar Stangeland, and Scott Norris.

Jan Fritz called the meeting to order at 9:30 a.m.

INFORMATIONAL:

**Suddath Relocation Systems of Oregon: Moving and Storage Services (HE-5614-23)**
**-**Rhett Martin, Mark Liudahl
***Summary of presentation*:**

- Amendment for contract extension;
- Provide moving services for various projects including several past moves;
- Want to utilize services for upcoming projects:
    - Transition into new Psychiatric Crisis Center (PCC) building;
    - Moving out of Beverly Avenue Buildings; and
    - Moving to the first floor of 3180 Center Street.
- Moving crates are provided and everything is moved over the weekend;
- Amendment adds $150,000 and three years; and
- Will cover all projects up to July 2027.

**Board Direction:**

- The board of commissioners (BOC) is good to proceed with the item on consent.

**Environmental Health Licensing of Recreational Vehicle Parks**
-Wendy Zieker, Alisa Zastoupil
***Summary of presentation*:**

- Continued from compliant regarding an RV Park and individuals staying long term;
- Ongoing discussion with the city of Salem, and Oregon Health Authority (OHA):
    - Provided the following guidance:
        - Leased or rented RVs within mobile home parks for three month or less can be licensed as a recreation park; and
        - The three-month time frame is based on seasonal use and fits the tourist facility concept.
    - RV parks with permanent tenants living year around in all available spaces are not licensable as it is no longer considered seasonal; and

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    - RV Parks with spaces for long term and transient use will require a recreational park license and must pay the fees for the spaces used for transient purposes.
- Currently all are licensed, and it is based on spaces:
    - The license reflects the number of existing spaces.
- Purposing to license only the short-term spaces;
- OHA is the regulating authority, and it has stated anything over three months is not to be licensed or regulated:
    - OHA stated they will not back the county if they choose to regulate over three months.
- City of Salem stated they do not want to do any code enforcement, in the area, as Marion County gave a license in 2001:
    - It was a temporary license which can be revoked.
- The area in question is outside of Marion County and the Environmental Health staff does not have electrical expertise.

**Board Direction:**

- Meeting with Commissioner Bethell and Legal Counsel to discuss rules; and
- Schedule a work session, propose legal options and invite the city of Salem and
- Follow up on illegal unlicensed roadside food vendors and carts.

**Provide Psychiatric Mental Health Nurse Practitioner, Rachael Liebman, Service at the Psychiatric Crisis Center (HE-61646-24)**

-Natalie Stone

***Summary of presentation*:**

- PCC is looking for another provider as the current provider works 16 hours:
    - Evening and weekend coverage is needed
- Ms. Liebman applied for the position and has experience;
- Contract is for two years and up to $480,000;
- Contracting instead of hiring as a county employee:
    - Able to bill for services and do not need to pay for any other expenses; and
    - Providers do not work full-time and have other practices.
- PCC needs more flexible coverage;
- Ms. Liebman is a Psychiatric Mental Health Prescriber; and
- Bill for services provided and then get reimbursed.

**Board Direction:**

- The BOC is good to proceed

**Briefing on the Approval of the 2024-2025 CDBG/HOME Annual Action Plan**

-Steve Dickey

***Summary of presentation*:**

- Action Plan is submitted U.S Department of Housing and Urban Development (HUD) to receive funding for 2024/2025 program year;
- The plan must be approved through a public hearing process:
    - Scheduled for August 7, 2024.
- Plan is then submitted to HUD by August 16, 2024;
- The plan went out for public comment for 30 days:
    - Closed August 2, 2024; and
    - No public comment was received.
- Mt. Angel Street sidewalk is on Railroad Avenue;
- Soaring Heights is listed as a project applied for and the process it went through:

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    - Will not be part of the plan that is submitted to HUD.
- Chemeketa and the Housing Authority partnership is in process:
    - There have been meetings.
- CASA of Marion County is specifically funded for Woodburn's project;
- Church at the Park commercial kitchen is within the Salem city limits:
    - Provide homeless services for individuals throughout the county; and
    - The kitchen will serve all their sites.

**Board Direction:**

- Silverton Area Community has funding shortage:
    - Mr. Dickey to investigate this.
- The BOC is good to proceed.

**Approval of Agreement with Union Gospel Mission for Simonka Place Renovation**
-Steve Dickey

***Summary of presentation*:**

- Many conversations with Simonka Place and UGM staff and board;
- An agreement has been reached and ready to be signed; and
- The agreement is for $1,463,481.

**Board Direction:**

- Dan of Simonka's Place to attend and for a presentation to be prepared; and
- The BOC is good to proceed.

**MCLEA Health Insurance Study Committee Member Recommendation – Gina Courson**
**-**Lori Klemsen

***Summary of presentation*:**

- Need an additional unrepresented member for the Marion County Law Enforcement Association (MCLEA) HISC committee;
- Seeking approval to appoint Ms. Courson to the MCLEA HISC;
- Salvador Llerenas, HR Director, discussed with the Undersheriff on who to appoint;
- FAPO, bargained to become part of the MCLEA benefits:
    - Represented FAPO joined the MCLEA HISC; and
    - An unrepresented member who was part of FAPO and now in management must join.
- Ms. Courson was a Parole and Probation deputy for FAPO previously:
    - She is currently a sergeant.
- Sergeants will be represented, and this is for an unrepresented position;
- Ms. Klemsen spoke to the Undersheriff and Ana Jefferson was proposed for approval.

**Board Direction:**

- Ms. Klemsen will speak with the undersheriff and get back to the BOC

**Appointment and Renewal of Marion County Public Safety Council Members**
-Gary White

***Summary of presentation*:**

- Reappointing the following individuals:
    - Frank Lonergan, Mayor of Woodburn;
    - Ed McKenney as a business representative;
    - Don Fredrickson as a business representative; and
    - Michael Runyon of the Oregon Youth Authority.

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- Appointment of the following new members:
    - Soraida Cross; and
    - Jonathan Castro Monroy.

**Board Direction:**

- The BOC is good to proceed; and
- Mr. White to ask new members if they would like to attend board session

**Dick Hannah Chevrolet Purchase of 16 Chevrolet Malibu's**

**-**Dennis Mansfield, Michael Pierce

***Summary of presentation*:**

- The purchase total is $374,420.32;
- 12 of the vehicles are Marion County Health and Human Services replacements;
- Purchased 36 Oregon Department of Administrative Services (DAS) vehicles:
    - Have been maintained by Marion County Public Works;
    - They have high mileage and significant maintenance issues;
    - Created a three-year plan to replace all 36 vehicles;
    - 12 vehicles to be replaced each year; and
    - This is year two of the process.
- Vehicles will be paid through the Oregon Health Authority funding;
- Some of the DAS vehicles were sold for a profit of $10,000:
    - There are 24 vehicles left.
- Four of the vehicles are on the annual replacement plan:
    - Three for MCHHS and one for the Juvenile Department.
- Previously DAS maintained the vehicles:
    - MCPW is now maintaining and is a little behind; and
    - As they are renewed the burden is lessened.
- Pool vehicles are maintained by MCPW.

**Board Direction:**

- The BOC is good to proceed.

**Carson Oil for Secondary Fueling System Using Key/Card-Lock**

-Dennis Mansfield, Michael Pierce

***Summary of presentation*:**

- Increased in April to $150,000 which expired in June; and
- Renewing for $150,000 for two years.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**Radio Technology Services (RTS) Contract PW-1355-21, Amendment #7**

**-**Brian Nicholas

***Summary of presentation*:**

- Services for the next project phase:
    - Engineering and deployment of the radio system.
- Budget is based on billing rate of $95 an hour;
- 18-month extension and it will take as long to get a design, civil site improvements completed, and deploying the radio system;
- Budgeted at 40 hours a week at $95 an hour:
    - These are up to amounts, unworked hours are not paid.
- On average RTS is used is 32 hours a week;
- Consultant will be used for at least the next 18 months;

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- Beginning to negotiate Tait Contract;
- A detailed pre-negotiation position has been created;
- Briefing the Sheriff on negotiations:
    - The Sheriff is interested in ensuring needed features are included.
- Negotiations will be for the price;
- Have removed all the items that are nice but unneeded:
    - Scrubbed $10 million out of initial proposal.
- Met with executive committee of METCOMM in June:
    - Laid out financial perspectives and what funding is needed;
    - Committee stated they are on board with the project;
    - Want to be active in the project's success; and
    - Larger fire districts may subsidize the smaller districts.
- Plan on getting User Agreements to be executed by the end of the calendar year:
    - No one will sign anything until concrete monthly user fees are known; and
    - This will take about two months to assess.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**North Santiam Canyon Sewer Project – Summer 2024 Update**

-Chris Einmo

***Summary of presentation*:**

- Oregon Department of Environmental Quality (DEQ) septic permitting rules effecting the Commercial Septic Program:
    - Not all commercial properties are affected;
    - Half the commercial properties in Detroit are proposing use for high strength waste:
        - Waste heavy in oils and greases; or
        - Waste high in sugar or carbohydrates.
    - All such waste must go through DEQ's Water Pollution Control Facilities (WPCF) permit:
        - Marion County is not able to permit this.
    - For 30 years counties permitted for this by placing pre-treatment systems:
        - Lowering waste strength to residential levels; and
        - Per DEQ this isn't allowed under OAR and is not allowed from now on.
    - There is not a repair permit under WPCF, and all new rules are in place;
    - Lots in Detroit are too small for the WPCF process and the process is longer;
    - Working with property owners and getting clarification;
    - Strategy was to rely on county permitting and when needed use DEQ:
        - Use septic care rules heavily;
        - Per DEQ unable to do this.
    - All new systems must be complaint with modern standards under the WPCF permit:
        - The Commercial Septic Program strategy has collapsed; and
        - This does not impact commercial properties that are not food service.
    - Anything above 2,500 gallons triggers other requirements:
        - Nitrogen groundwater studies and other items; and
        - This threshold is met by a 50-seat restaurant.
    - Small volume high strength waste businesses will have longer and more expensive process;
    - Large area is needed for a new system that meets standards:

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        - The park is not large enough as it handles the city's sewer system.
    - Run into the 3 Basin Rule issue.
- 3 Basin Rule Challenges:
    - Issues in permitting wastewater treatment plant;
    - Met with the city of Salem and are supportive with changes to the rule:
        - To allow permitting systems possible in other areas;
        - Supportive of National Pollutant Discharge Elimination System (NPDES) process:
            - A more robust system.
        - Unsupportive of WPCF process.
    - Came up with proposed rule language for the 3 Basin Rule:
        - Done with MCPW and the City Salem Public Works.
    - Helps surpass hurdles and protects the environment;
    - Will allow to permit under the Clean Water Act;
    - High standards of quality but they are being met for Mill City and Gates;
    - Make a petition to DEQ for a rule change;
    - The Environmental Quality Commission has 60 days to meet and rule after submission:
        - Public comment period;
        - Rule can take place on the spot; and
        - An emergency rule making session can take place giving them a few months to change ruling.
    - If petition is accepted publicly owned systems are permitted under the Clean Water Act and obtain normal NPDES permits;
    - Spoke to System Project Manager of the McKenzie River:
        - The system is smaller;
        - Creates a path forward for them in the future.
    - The three pathways are as follows:
        - Submit petition requesting rule making;
        - Governor can direct rule making; and
        - Legislation in the next session.
    - Petition submission targeting to be done in October;
- Brian Martin, City of Salem, is not supportive of submitting a WPCF permit application to start the process and switching to a NPDES permit:
    - Brian Nicholas will be informing him that it needs to move forward.
- Access is restored to the Mill City site:
    - Infiltration basin will be simulated;
    - DEQ is invited to observe; and
    - Will be a test for the permitting pathway.
- In the process of acquiring Mill City property and owners' concerns have been resolved through resolved offer:
    - Agree to meeting but other items are being dealt with first;
    - If acquisition does not take place, then the process starts over:
        - The first step will be going to the Linn County BOC and request a resolution.

**Board Direction:**

- Create memo of what has been done, its costs, and outcomes:
    - The costs, outcomes, and timeframes created because of the DEQ changes.
- Reach out to Commissioner Heather Buch in Lane County and Commissioner Tootie Smith in Clackamas County:

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    - Make them aware of the 3 Basin Rule proposed changes; and
    - Getting commissioners support will be helpful for the petition submission.
- Begin process of working with legislatures to get a bill going as back up; and
- Set up a meeting with city of Salem, Governor's office and MCPW staff.

**Board Session Agenda Review**
-Kevin Cameron
- Overview of agenda;
- Walking on two items:
    - Amend contract with the City of Salem AIC Work Crew IGA; and
    - MCLA HISC member recommendation.

**Board Direction:**
- The BOC is good to proceed.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>
**Commissioner Danielle Bethell**
- National Committee on Public Lands (NCPLC) for NACo WIR:
    - Will be attending.

**Commissioner Kevin Cameron**
- Joint Transportation meeting in Albany;
- Capital Futbol Club (CFC) Traffic meeting:
    - Marion County Engineering likes the created plan;
    - Potential to hire internal flaggers for traffic direction; and
    - Have a plan for signs.
- Fire Recovery Open House.

**Commissioner Colm Willis**
- N/A

<u>OTHER</u>
Commander Mike Hartford – Amend contract with the City of Salem AIC Work Crew IGA
- City of Salem's Legal Counsel had issue with the Hold Harmless clause;
- Worked with Marion County's Legal Counsel to update the contract; and
- The city and county hold each other harmless.

**Board Direction:**
- The BOC is good to proceed with item to be walked on the consent agenda.

Commissioner Bethell – Center Street Tree
- Mayor Elect Hoy should be reached out to regarding this:
    - This issue is likely to upset some in her community as this is in her ward.
- The tree is located on 4553 Center Street;
- The process of removing the tree will be authorized at a board session in two weeks;
- The tree is located in the right-of-way, making it the county's tree:
    - Over time it has expanded into the homeowner's property.
- Will compensate the homeowner appropriately;
- Both Councilors need to understand the pedestrian safety is a priority:
    - Per their transportation plan it is their priority too.

**Board Direction:**
- Commissioner Cameron to reach out to Councilor Vanessa Nordyke; and
- Scott Norris to reach out to Councilor Julie Hoy.

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**Adjourned** – time: 11:03 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

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MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**August 6, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, Danielle Bethell, and Colm Willis. Staff: Jan Fritz, Matt Lawyer, Trevor Lane, Shawnnell Fuentes, Jon Heynen, Gary White, Nick Hunter, Brian Nicholas, Carl Lund, Kelli Weese, Lani Radtke, Ryan Crowther, Steve Brooks. Dennis Mansfield, Laura Sprouse, Kelly Martin, Phil Blea, Sheila Roberts, Steve Dickey, Tina Schwikert, Joe Malachi, Chris Eppley, Skylar Stangeland, Brian May, Scott Norris, and Chad Ball.

Jan Fritz called the meeting to order at 9:31 a.m.

INFORMATIONAL:
**Reworld July 8th Work Session Response and Future Evaluation**
-Brian May
***Summary of presentation*:**

- July 8, 2024, Work session with Reworld representatives and Marion County:
  - Discussed future potential options.
- Another meeting scheduled August 14, 2024, at 11:00 a.m.;
- Reworld submitted a letter with four topics of discussion:
  - Marion County investigate creating a transfer station by lease with Reworld;
  - Marion County buys facility and partners with Reworld to operate;
  - Reworld will continue looking to sell to a third party; and
  - Reworld has researched several scenarios and factors were evaluated including capital requirements, current and future market implications and potential changes to the regulatory environment:
    - Reworld is unable to commit to long-term operation of the facility given the challenges of the factors beyond December 31, 2024.
- If nothing is done option four is most likely to happen and there will be no operation after December 31, 2024;

**Board Direction:**

- Schedule work session August 12, 2024, to prepare for August 14, 2024, meeting;
- Need to discuss what each option means/entails;
- Bring as much information as possible prior to meeting;
- Commissioner Bethell's e-mailed questions to be answered; and
- The board of commissioners (BOC) are good to proceed.

**Cascade Highway Resurfacing Project – Centerline Rumble Strips**
-Lani Radtke

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***Summary of presentation*:**

- Part of the project is reinstalling rumble strips that have been in place since 2018;
- Concern came from a Marion County resident, Ms. Schwikert regarding the strips:
    - Concern came in about two months; and
    - Would like an alternative as strips are loud to neighboring residents.
- Aware of loudness as the Oregon Department of Transportation (ODOT) began considering installing strips within 600 feet of homes;
- All Roads Transportation Safety (ARTS) program is funding to reduce fatal injuries:
    - To get funding there is a need for serious and fatal crash history that are reducible by countermeasures.
- An alternative is sinusoidal strips which are more rounded:
    - Not done in Oregon and there is concern on its effectiveness; and
    - Concern of contractor not being able to do this as it is a new method.
- Decision was made to install the original rumble strips:
    - The BOC received multiple emails from upset residents.
- Prior to rumble strips there were a couple fatal crashes in 2011 and 2017;
- Systemic treatment that looks at the corridor as a whole:
    - It looks at repeated patterns and seek countermeasures to address patterns.
- Centerline rumble strips address head on collisions and run-off road crashes;
- This is an area where individuals drive faster than posted and move into the oncoming lane at the curve to avoid slowdowns:
    - Causing them to go over the rumble strips more often.
- Accidents occur all along the corridor;
- Most vehicles go off the lane on the curve;
- There has been one fatal crash on the straightaway in 1995;
- There is a grant to do rumble strips on the fog line and center lane;
- There are 80 homes on Cascade Highway and not placing within 600 feet would mean no rumble strips at all;
- Sinusoidal strips decrease the noise and tactile experience:
    - The concern is the accompanying reduction in potential safety benefits.
- Cannot assess crash history in small sections as certain sections of this road are not more likely than others to have crashes;
- Will assess alternatives to the fog/edge line and present them to the BOC:
    - Can discuss with ODOT regarding alternative funding uses.
- ARTS allows local agencies to choose countermeasures and use ODOT funding:
    - Assess the problem and identify countermeasures;
    - An amount is placed on reduction of serious injury and fatal crashes which is compared to the cost; and
    - Obligated to maintain installation for 20 years.
- Using County Road Fund to install the rumble strips;
- There is a balance between not disturbing residents and potential liabilities:
    - The county committed to placing safety measures and then removed them.
- Fog line design has not happened yet;
- Striping happens after placing rumble strips:
    - Waiting longer without striping raises other safety issues; and
    - There is about two to three weeks before paving is completed.

**Board Direction:**

- Come back to the BOC with some alternatives next week.

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**Solid Waste Management Advisory Council (SWMAC) Appointment Considerations**

**-Keith Bondaug-Winn, Chair**

**-Bonnie Sullivan, Vice Chair**

-Brian May

***Summary of presentation*:**

- This is a 16-member council;
- By-laws state that the Chair and Vice-Chair are elected every year; and
- In May the council voted to reinstate Mr. Bondaug-Winn as Chair and Ms. Sullivan as Vice-Chair.

**Board Direction:**

- The BOC is good to proceed with the item on consent.

**Marion Water Quality Advisory Committee (MWQAC) Appointment Consideration of Justin McGillivary**

-Brian May

***Summary of presentation*:**

- Mr. McGillivary is filling an At-Large position;
- MWQAC is an 11-member council;
- Terms are served for four years;
- To become part of the committee the following steps take place:
    - Attend a MWQAC meeting;
    - Interview process; and
    - If approved, move forward to join the committee.
- Mr. McGillivary has the following qualifications:
    - Background in water resource;
    - Bachelor's degree in geography with a minor in Water Resource Management from Portland State University;
    - Wastewater Two Certification;
    - Certified in erosion and sediment control;
    - Works at the Oregon Department of Environmental Quality (DEQ) as a Stormwater Quality Specialist:
        - He made it clear he will not be representing DEQ.
- MWQAC advises on stormwater, water quality education, regulation, and county programs:
    - Work with staff regarding requirements for permitting and bring recommendations to the BOC.
- MWQAC has representation from some of the following:
    - Builders Association;
    - Land Development, Consultants; and
    - Citizen members.
- There is a strong industry perspective on the committee.

**Board Direction:**

- There is a potential conflict of interest as there may be interaction with individuals within the committee that Mr. McGillivary regulates; and
- Send an e-mail to the BOC regarding what is Mr. McGillivary's DEQ jurisdiction:
    - Need transparency if there is any, or potential of, regulatory oversight of companies in Marion County.
    -

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**Suicide Prevention Awareness Proclamation Draft**
**-**Kelly Martin and Laura Sprouse
***Summary of presentation*:**

- Would like to do Suicide Prevention Month proclamation for September;
- The 'Life is Better with You Here' campaign will be continued:
    - It has been well received in the community.
- Will be doing some of the same activities of previous years;
- Working with first responders to promote 988:
    - Gave them card to handout during call responses.
- When individuals call 988, they are routed to specific hotlines including the veteran or agriculture hotlines;
- In the process of hiring a Youth Coordinator;
- Engaged in the rural communities;
- Pop-ups at local high schools and events;
- Sensory kits went out to most middle and high schools with the program's information;
- Working with the Boys and Girls Club and Teen Advisory Boards at local high schools; and
- Will bring supplies and materials with the campaign slogan to board session.

**Board Direction:**

- Proclamation to be e-mailed to the BOC;
- Work with Marion extension relating to the agriculture hotline;
- Reach out to various youth organizations and high schools as they are doing their own related projects:
    - To build effectiveness and collaboration.
- Commissioner Kevin Cameron will send contact information for a contact point.

**Down Payment Assistance and Homeowner Residential Rehabilitation**
**-**Steve Dickey
***Summary of presentation*:**

- Down Payment Assistance Report:
    - Since our last meeting three new recipients have come in;
    - There are 59 application submissions for assistance;
    - Those who have received assistance in the last month include:
        - Single mother with a teenaged son found a home in Northeast Salem:
            - Manufactured home and land price are $335,000; and
            - The down payment assistance is $125,000.
        - Single father with three preteens found a home in Jefferson:
            - Manufactured home and land price are $300,000;
            - The down payment assistance is $125,000; and
            - An additional $30,000 from DevNW.
        - A couple with two small children found a home in Mill City:
            - Older home with the price of $300,000; and
            - The down payment assistance is $125,000.
    - In the last two weeks an application was submitted, and another home is close to closing. Additional updates to come on these;
    - The current amount available for down payment assistance is $952,738:
        - Will finish using the funds from 2021 and then use 2022 funding.
- Homeowner Rehabilitation Program Report:
    - The current available amount is $1,157,123;

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    - There have been seven jobs completed for a total of $249,301.75;
    - There are 16 additional projects under construction:
        - With a total estimate of $582,600.63.
    - There are eight additional projects in the bidding process;
    - There are 41 additional projects that are in the process of applying for the homeowner rehab program;
    - To date five applicants have been denied:
        - Two exceeded the income limits;
        - Two were inside the city limits of Salem; and
        - The last was a renter and not a homeowner occupant.
    - A manufactured home on owned land in Idanha is still receiving bids:
        - Mother with a child, both have disabilities;
        - The home is in rough shape; and
        - Roof work is needed, bathroom updates, water damage and light updates.
    - Home in Donald replaced seven windows, furnace, shower unit, water heater, siding, and installation under the home:
        - The total cost was $50,000.
    - Many older homes have tubs replaced with a walk-in shower due to individuals have mobility issues;
    - Home in southeast Salem replaced 19 windows, roof, and deck:
        - The total cost was $49,318.92.
    - Home in northeast Salem replaced the roof, gutters, water heater, and wheelchair ramp as well as ductless heat pump installation, exterior painting and re-piping:
        - The total cost was $49,318.92.
    - All projects have before and after photos.
- Homeowner residential rehabilitation payback program parameters are as follows:
    - In years one through five the full amount is owed if the home is sold or transferred;
    - In years six through ten 14 percent is removed annually; and
    - The last 30 percent is a lien to be paid at the time of sale or in 99 years.

**Board Direction:**

- Commissioner Bethell will facilitate an e-mail for Mr. Dickey to meet with the two Northwest Senior and Disability Services managers of Marion County:
    - Several seniors living in homes that may be rehabilitated.
- The BOC is good with the update.

**Detroit Marinas Excavation – Project Grant Funding**

**-**Lari Rupp

***Summary of presentation*:**

- There are two potential funding opportunities:
    - Tentative approval of application to U.S. Department of Housing and Urban Development (HUD) of $2 million for Economic Development Initiative Community;
    - Potential Oregon Department of Forestry (ODF) grant to fund portion of an existing gap:
        - The gap is $750,000 and the grant amount is $406,250; and
        - Application is due October 15, 2024.
- Construction is beginning fall of 2025; and

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- Procurement for a contractor begins at the end of 2024.

**Board Direction:**

- The ODF application should highlight improved community access to the lake;
- The ODF application needs to be brought to the BOC before submission; and
- The BOC is good to proceed with the HUD applications.

**Comcast 10G Internet Proposal**

**-**Cynthia Klein, Eric Reid

***Summary of presentation*:**

- Comcast to upgrade the internet service connection from 8G to 10G;
- Three providers were approached, and Comcast was the only timely response:
    - No response was received from Atlas Networks;
    - Link Oregon is a semi-state funded
- Link Oregon is a semi-state funded middle mile fiber and internet provider:
    - They are not a direct provider for the end point service; and
    - Handful of engineers that run the entire backbone.
- Marion County has not paid for primary internet circuit for a long time;
- About $1,200, monthly, is paid for the Comcast back-up connection which is being used as the primary circuit;
- This will be paid through Enterprise Resource Planning (ERP) funds:
    - Recommended by Plante Moran to move to a 10G internet service to support ERP.
- There are infrastructure costs associated including pulling fiber and hardware maintenance.

**Board Direction:**

- Matt Lawyer to follow-up with Jan Fritz; and
- Then the BOC will decide.

**Board Session Agenda Review**

-Kevin Cameron

- Overview of agenda.

**Board Direction:**

- The BOC is good to proceed.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>

**Commissioner Danielle Bethell**

- Northwest Senior and Disability Services meeting:
    - Concerns of the state public health unwinding from covid;
    - Individuals were made eligible for Medicaid during covid:
        - They will now be made ineligible.
    - Receiving supported services for housing help;
    - By the end of October 10,000 individuals will be processed;
    - Will be getting more data on this;
    - Need team navigation so disabled and senior individuals are not homeless;
    - Individuals losing care may not be able to maintain independence:
        - There are not enough facilities in Marion County to house individuals.

**Commissioner Kevin Cameron**

- N/A

**Commissioner Colm Willis**

- N/A

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OTHER

**Gary White and Jon Heynen** – HB 4002 Townhall:

- Townhall is scheduled for August 22, 2024;
- Capital Media will be streaming the event;
- It will be promoted as a Facebook event;
- Suggest setting up meeting to discuss the format of the event:
    - Internal meeting; and
    - If needed invite Ryan Matthews, Paige Clarkson, and Sheriff Nick Hunter.

**Board Direction:**

- Stream on all available channels;
- The BOC is good to schedule a meeting to discuss townhall format; and
- The BOC will moderate the meeting.

**Gary White** – Proclamation

- Request came in from the League of Women Voters of Marion and Polk County;
- Would like to do proclamation in September for Voter Registration Week;
- Would like the support of the BOC; and
- Bill Burgess, Marion County Clerk, stated he will support it.

**Board Direction:**

- The BOC agrees that Mr. Burgess can support the proclamation; and
- The proclamation will be changed to reflect the BOC's viewpoint.

**Brian Nicholas** – Eagle Crest Radio Site

- Contract for $160,000 for equipment and engineering;
- Final review is being completed;
- Final language was sent in regarding liability;
- Equipment will arrive five weeks after the order is placed;
- Within two weeks after it will be set up;
- Things will be back up by the end of September; and
- Things are run at a lower capacity.

**Board Direction:**

- The BOC is good to proceed with this item on August 7, 2024, board session meeting; and
- The BOC is good with the update.

**Matt Lawyer** – Oregon Housing Community Services (OHCS) Meeting

- Preparing substantial amendment to Homeownership Opportunities Program (HOP):
    - Renters who will be buying homes.
- Marion County will receive over $13 million;
- Shifting to now allow renters occupancy;
- Funding can be used to build rental homes;
- How the funds will be used will be decided at a later date;
- Discussed bringing all groups together to speak across all the programs:
    - Potential options can then be discussed on the sewer system.
- Open to scheduling another meeting; and
- Final recommendations need to be ready by August 30, 2024.

**Board Direction:**

- A more extensive background update will be given at a later date; and

DRAFT

- The BOC is good with the update.

**Adjourned** – time: 10:58 am
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

DRAFT

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, August 7, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Jan Fritz, chief administrative officer, Scott Norris as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:00 a.m.

*(Video Time 00:01:01)*

Commissioner Willis moved to add an item to the Consent Agenda under Public Works: Approve the Contract for Services with Tait North America, Inc. to replace existing and outdated radio communications equipment with new equipment for the Marion County Public Safety Radio Project. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:01:32)*

Commissioner Bethell moved to add an item to the Contract Review Board, Action Agenda under Business Services: Consider approval of an order granting an exemption to the Marion County Public Contracting Rules (MCPCR) to allow for approval of a Special Procurement without the initial seven-day public notice required by MCPCR 20-0285(3)(b). Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:02:00)*

**PUBLIC COMMENT**

David Beem:

- Mr. Beem expressed the following:
  - He is a spokesman for individuals with disabilities in Marion County;
  - He would like programs for individuals in the community with disabilities to continue;
  - Some individuals have challenges with transportation on the weekends, so they must wait until a weekday to receive services;

DRAFT

- Services are not provided on Saturdays and Sundays if there is an emergency; and
- He would like this to be considered in the next budget.

*(Video Time 00:03:28)*

**CONSENT**

ASSESSOR'S OFFICE

1. Approve the Statement of Work with Converge Technology Solutions, US, LLC, in the amount of $106,895.61 to provide migration and hosting services for two county servers through August 6, 2029.

BOARD OF COMMISSIONERS

2. OLCC License – Recommended Approval

- My 10 Investments, Inc., dba, Hitchin Post – Salem, Oregon; and
- 1918 Winter Street ABS, LLC., dba, Safeway #429

BOARD OF COMMISSIONERS

3. Approve the Cooperative Service Agreement with the United States Department of Agriculture (USDA) in the amount of $425,000 to provide Animal and Plant Health Inspection Services (APHIS) and Wildlife Services (WS) for wildlife damage management activities retroactive to July 1, 2023, through June 30, 2028.

HEALTH AND HUMAN SERVICES

4. Approve the Purchase Order with Suddath Relocation Systems of Oregon, LLC to add $150,000 for a new contract total of $249,000 to provide moving and storage services through July 20, 2027.

PUBLIC WORKS

5. Approve the Purchase Order with Carson Oil Company, Inc. in the amount of $300,000 for the purchase of fuel for county vehicles at secondary fueling locations retroactive to July 1, 2024, through June 30, 2026.

6. Approve the Purchase Order with Dick Hannah Chevrolet in the amount of $374,420.32 for the purchase of four 2025 Malibu sedans as part of the county's annual scheduled light duty vehicle replacement plan, and the purchase of twelve 2025 Malibu sedans for Marion County Health and Human Services to replace twelve used vehicles purchased from the Oregon Department of Administrative Services that are at end of life, through April 30, 2026.

7. Approve Amendment #7 to the Contract for Services with Radio Technology Services to add $272,445 for a new contract total of $790,000 to provide project management and related consultant services for the Marion County Radio System Project through December 31, 2025.



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8. Approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AB01300 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project.

9. Approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W19DC03500 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project.

10. Approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AA01400 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project.

Approve the Contract for Services with Tait North America, Inc. in the amount of $160,132 to replace existing and outdated radio communications equipment with new equipment for the Marion County Public Safety Radio Project through June 30, 2026.
***(Motion made and approved to add this item to the agenda)***

TAX OFFICE

11. Approve orders for a property tax refund for the following tax accounts:
- Costco Wholesale Corporation, account 532177, in the amount of $115,476.80; and
- PJS Land Development, LLC, account 582448, in the amount of $156,737.82.

12. Approve an order for the cancellation of two uncollectible personal property tax accounts as referenced in "Exhibit A", in the total amount of $8,381.61, for Tax ID's 131561, Audrey Mae Bolkerm; and 125696, Joanna M. Cook.

**MOTION:** Commissioner Willis moved to adopt the consent agenda. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

DRAFT

*(Video Time 00:08:07)*

**ACTION**

BOARD OF COMMISSIONERS

13. Board Committee Appointment – Public Safety Coordinating Council

Consider approval of orders appointing Soraida Cross and Jonathan Castro Monroy as Citizens-at-Large and reappointing Frank Lonergan as a City Manager, Ed McKenney and Don Frederickson as Citizens-At-Large, Business Representatives, and Michael Runyon as the Oregon Youth Authority Committee representative to the Marion County Public Safety Coordinating Council with terms ending September 1, 2027. –Gary White

***Summary of presentation:***

- Mr. White is requesting approval for the reappointment of four individuals and the appoint of two individuals to the Marion County Public Safety Coordinating Council (MCPSCC):
    - Reappointed individuals include:
        - Frank Lonergan is the mayor of the City of Woodburn:
            - He will serve as a city manager/city representative.
        - Ed McKenney represents the business community:
            - He will serve as a citizen-at-large.
        - Don Frederickson represents the business community:
            - He will serve as a citizen-at-large.
        - Michael Runyon will serve as the Oregon Youth Authority Committee Representative:
            - This position is an Oregon Revised Statute mandated agency position.
    - Newly appointed individuals include:
        - Soraida Cross will serve as a citizen-at-large:
            - She has extensive experience in community and civic service.
        - Jonathan Castro Monroy will serve as a citizen-at-large:
            - He is a local business owner who has served on multiple boards.

Soraida Cross:

- Ms. Cross expressed the following:
    - She is excited to work on the council to collaborate and help provide solutions;
    - She is thankful for all the work the commissioners have performed;
    - She has worked in the City of Salem for 25 years;
    - She is a City of Keizer Council Member; and
    - She is passionate about:
        - Youth in the community; and
        - The livability and safety of county.

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Jonathan Castro Monroy:

- Mr. Castro Monroy expressed the following:
  - He moved to the City of Salem from Mexico at the age of seven;
  - He is the managing partner of the Castro Monroy Group; and
  - He is looking forward to the following:
    - Serving;
    - Understanding the dynamics of the council;
    - Determining what is going well and what is not;
    - Determining the barriers;
    - Finding out what other counties are doing to navigate the same challenges that Marion County has;
    - Learning;
    - Collaborating; and
    - Making meaningful contributions.

***Board discussion:***

- Commissioner Cameron expressed the following:
  - The county is statutorily required to have a PSCC;
  - The PSCC has done good things for the county; and
  - The council is working on Oregon HB 4002 to make communities safer including:
    - Holding individuals accountable; and
    - Getting individuals the help that they need.
- Commissioner Willis expressed the following:
  - The collaboration between all the partners sets Marion County apart;
  - The county has faced serious challenges;
  - Policy failures at the state level have made communities less safe;
  - Local partners have come together and put the community's safety first including:
    - Law enforcement agencies;
    - Local judges;
    - The Marion County District Attorney;
    - The Marion County Deputy District Attorney; and
    - Local defense attorneys.
  - The PSCC has tackled big challenges over the last couple of years; and
  - Individuals stepping up to serve on the PSCC and provide input and perspective helps communities.

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**MOTION:** Commissioner Bethell moved to approve orders appointing Soraida Cross and Jonathan Castro Monroy as Citizens-at-Large and reappointing Frank Lonergan as a City Manager, Ed McKenney and Don Frederickson as Citizens-At-Large, Business Representatives, and Michael Runyon as the Oregon Youth Authority Committee representative to the Marion County Public Safety Coordinating Council with terms ending September 1, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:16:04)*

BUSINESS SERVICES

14. Consider approval of the Public Improvement Agreement with Garland DBS, Inc. in the amount of $1,211,807 for the Marion County Health and Human Services Roof Replacement Project through June 30, 2025. –Terry Stoner and Wesley Miller

***Summary of presentation:***

- A Capital Improvement Project (CIP) has been approved to replace the roofs for a building located on 3180 Center Street:
    - The roofs are over 20 years old; and
    - The roofs have surpassed their life expectancy.
- The structure was built in the mid-1970s;
- The current roofs were redone in 2005;
- In 2005 a pitch evaluation was not performed:
    - The evaluation would have assessed to prevent puddling and ponding with new drains.
- Garland DBS, Inc, evaluated the roofs to determine the scope of work that needs to be done;
- The project scope will entail some of the following:
    - Adding a roof with significant pitch; and
    - Adding more drains.
- A typical Garland DBS, Inc., warranty includes parts and labor with no cap for 30 years; and
- The county received three quotes from businesses:
    - Even though this is a Cooperative Agreement, staff still went through a competitive process.

***Board discussion:***

- The county has been investing in the building for multiple years to ensure it is an asset to the community for many years into the future.

DRAFT

**MOTION:** Commissioner Willis moved to approve the Public Improvement Agreement with Garland DBS, Inc. in the amount of $1,211,807 for the Marion County Health and Human Services Roof Replacement Project through June 30, 2025. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:19:50)*

15. Consider approval of the Public Improvement Agreement with Garland DBS, Inc. in the amount of $999,413 for the Marion County Juvenile Detention Center Roof Replacement Project through June 30, 2025. –Tamra Goettsch, Terry Stoner, and Wesley Miller

***Summary of presentation:***

- The structure was built in 2005, and the original roof is still in place;
- There have not been many repairs until recently;
- The roof was evaluated to determine if the current roof can be refurbished or if a complete roof removal and rebuild is needed;
- The existing roof will remain on but anything in a vertical position will need to be redone including:
    - Seems;
    - Flashings; and
    - A new top sheet.
- The replacement will have a 30-year warranty; and
- Utilizing Garland DBS, Inc. on both roofing projects helped to keep expenses down.

***Board discussion:***

- None.

**Motion:** Commissioner Bethell moved to approve the Public Improvement Agreement with Garland DBS, Inc. in the amount of $999,413 for the Marion County Juvenile Detention Center Roof Replacement Project through June 30, 2025. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:21:37)*

HEALTH AND HUMAN SERVICES

16. Consider approval of the Contract for Services with Rachael Liebman in the amount of $480,000 to provide Psychiatric Mental Health Nurse Practitioner (PMHNP) services to individuals receiving mental health services at the Marion County Psychiatric Crisis Center (PCC) through June 30, 2026. –Natalie Stone

***Summary of presentation:***

- Ms. Liebman is a Psychiatric Mental Health Nurse Practitioner (PMHNP);



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- The Contract for Services is to provide PMHNP services at the Marion County Psychiatric Crisis Center (PCC) for two years;
- The contract is for a not-to-exceed amount of $480,000;
- The PMHNP is an advanced practice registered nurse that specializes in providing mental health services to clients;
- A PMHNP provides some of the following:
    - Assessment and diagnosis:
        - Assesses individuals to determine the following:
            - Psychiatric disorders;
            - Substance abuse issues; and
            - Mental health illnesses.
    - Evaluates symptoms and medical history;
    - Conducts thorough assessments to diagnosis conditions;
    - Creates personalized treatment plans including:
        - Prescribing medications;
        - Recommending therapy; and
        - Coordinating care with other healthcare providers.
    - Provides therapeutic interventions; and
    - Collaborates with other specialists and professionals to provide comprehensive care.
- A PMHNP works in the following settings:
    - Hospitals;
    - Clinics;
    - Private practices; and
    - Community mental health centers.
- Ms. Liebman will work with a multi-disciplinary team at PCC;
- Ms. Liebman will collaborate with staff on:
    - Treatment plans;
    - Medicine prescriptions; and
    - Consultations.
- Service hours include weekends and late day appointments to accommodate clients; and
- Ms. Liebman has experience working in a crisis setting.

***Board discussion:***

- Commissioner Bethell expressed the following:
    - She appreciates Ms. Liebman's flexibility with her schedule;
    - Psychiatric Mental Health Nurse Practitioner (PMHNP) services are costly; and
    - The is an important expense as the state has challenges with their processes.
- Commissioner Willis thanked Ms. Stone for all the work that she does:
    - There are a lot of people in need of help.

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**MOTION:** Commissioner Willis moved to approve the Contract for Services with Rachael Liebman in the amount of $480,000 to provide Psychiatric Mental Health Nurse Practitioner (PMHNP) services to individuals receiving mental health services at the Marion County Psychiatric Crisis Center (PCC) through June 30, 2026. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:25:52)*

***Recess as Board of Commissioners.***
***Convene as Contract Review Board.***

**CONTRACT REVIEW BOARD**
**ACTION**

BUSINESS SERVICES
Consider approval of an order granting an exemption to the Marion County Public Contracting Rules (MCPCR) to allow for approval of a Special Procurement without the initial seven-day public notice required by MCPCR 20-0285(3)(b). –Tamra Goettsch and Kathleen George
***(Motion made and approved to add this item to the agenda)***
***Summary of presentation:***

- The board order will waive the initial seven-day public notice requirement for a Class Special Procurement;
- The county's MCPCR 20-0285(3)(b) requires an initial seven-day notice:
    - The seven-day public notice is not a state requirement; and
    - The Marion County Board of Commissioners has the authority to waive the county's own rules.
- Approving the order will allow the county to continue the lease of a modular unit located in the City of Gates area:
    - The modular unit location serves individuals that were impacted by the 2020 Beachie Creek Wildfires; and
    - Multiple families utilize the location for:
        - Federal Emergency Management Agency (FEMA) supports;
        - County supports; and
        - A service hub for individuals still in the recovery process.
- The exemption will allow for continued use of the modular unit through 2026.

***Board discussion:***

- Commissioner Willis expressed the following:
    - The county has made a lot of progress on recovery in the Santiam Canyon following the 2020 wildfires:

        - An estimated 70 percent of the homes have been rebuilt;
        - There is still work to be done; but
        - The rebuilding efforts have been successful.
- Commissioner Bethell expressed the following:
    - Christian Aid Ministries operates out of this modular unit:
        - The organization is still working to rebuild eight homes starting in the fall.
    - The county has the ability to redesign what recovery looks like if managed properly.
- The county utilized two modular units:
    - The county had purchased one unit that was located in the City of Sublimity area:
        - The unit has been maintained and moved to the county's Center Street campus for facilities office space.
    - The second unit is the leased unit being discussed in this meeting:
        - The county would like to continue the lease per the original agreement.

**MOTION:** Commissioner Bethell moved to approve an order granting an exemption to the Marion County Public Contracting Rules (MCPCR) to allow for approval of a Special Procurement without the initial seven-day public notice required by MCPCR 20-0285(3)(b). Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

***Adjourn as Contract Review Board.***
***Reconvene as Board of Commissioners***

*(Video Time 00:31:54)*

**PUBLIC HEARINGS**
**9:30 A.M.**

COMMUNITY SERVICES

A. Public hearing to consider the United States Department of Housing and Urban Development (HUD), Community Development Block Grant (CDBG) and the HOME Investment Partnership programs 2024-2025 Annual Action Plan. –Steve Dickey

***Summary of presentation:***

- The United States Department of Housing and Urban Development (HUD) requires the development of an annual action plan from grantees;
- Marion County became an entitlement area in 2021:
    - The county received Community Development Block Grant (CDBG) and the HOME Investment Partnership funds to provide assistance to low to moderate income individuals and households; and
    - The Annual Action Plan addresses both programs.
- The Annual Action Plan documents the following:

    - Public involvement and input over the past year;
    - The total amount of funding available for the upcoming year; and
    - The plan for spending the funding in the upcoming year:
        - The plan is based on goals identified in the county's five-year consolidated plan.
- The county received funding for the upcoming 2024-2025 year which entails the following:
    - An estimated $1,396,829 for the CDBG program;
    - An estimated $509,833 for the HOME Investment Partnership program; and
    - An estimated $161,770 in unallocated funds from previous years.
- Other funds received through the application process that are not part of the Annual Action Plan include:
    - HOME American Recovery Plan (ARP) funding in the amount of $275,000; and
    - Opioid settlement funds in the amount of $450,000:
        - These sources were added to help move projects forward.
- Approved CDGB projects include the following:
    - Program administration costs in the amount of $279,366;
    - The Church at the Park for a commercial kitchen:
        - Estimated funding for the project is $250,000.
    - Santiam Hospital and Clinics for a resiliency center:
        - Estimated funding for the project is $250,000.
    - The City of Mt. Angel for a street and sidewalk project:
        - Estimated funding for the project is $500,000.
    - The City of Silverton Area Community Aid Facility Remodel project:
        - Estimated funding for the project is $250,000.
    - The Marion County Homeowner Residential Rehab Program:
        - Estimated funding for the program is $158,499.
    - Chemeketa Community College for student housing assistance:
        - Estimated funding for the project is $75,000.
    - Court Appointed Special Advocates (CASA) of Marion County to expand services at the City of Woodburn location:
        - Estimated funding for the expanded services is $75,100.
- Projects not included in the Annual Action Plan that were funded by other sources include:
    - Soaring Heights Recovery Homes for acquisition of another home to expand services:
        - Estimated funding for the project is $450,000; and
        - The project is utilizing opioid settlement funds.
    - The Center for Hope and Safety, City of Woodburn expansion:
        - Estimated funding for the project is $100,000; and
        - The project is utilizing HOME-ARP funds.
    - Crossroads Communities for service collaboration:

DRAFT

        - Estimated funding for the project is $175,000; and
        - The project is utilizing HOME-ARP funds.
- HOME Investment Partnership program projects include:
    - Funding was set aside for the Community Housing Development Organization (CHDO) as required by HUD:
        - Estimated funding is $76,475; and
        - This was funded with HOME-ARP funds.
    - The Homebuyer Assistance Program:
        - Estimated funding for the project is 382,375.
    - HOME Program administration costs are $50,983.

*Testimony:*
*Support:*

Mark Daniel:

- Mr. Daniel expressed the following:
    - He is the City of Mt. Angel Police Chief and City Manager;
    - The purpose of the project is to reconstruct Railroad Avenue:
        - It is 1,300 feet long; and
        - It extends from West Church Street to West Marquam Street.
    - The proposed project scope entails:
        - Constructing a 34-foot-wide, curb to curb, asphalt concrete street;
        - Parking will be allowed on one side of the street;
        - There will be a landscape median and sidewalk on the west side;
        - The east side, which is closest to the railroad tracks, will have no sidewalk due to trees;
        - Drainage is included in the design; and
        - Streetlights will be added per the national standards.
    - Railroad Avenue is one of the oldest streets in the City of Mt. Angel:
        - There are homes on the street from the early 1900's.
    - Benefits to the reconstruction of Railroad Avenue include:
        - Improves safety;
        - Widens the roadway access;
        - Provides sidewalks, curbs, and gutters;
        - Meets transportation needs; and
        - Improves pedestrian access in the city's downtown area.
    - The street is in significant deterioration;
    - A study was conducted that shows the improvements will help at least 102 individuals who are low to moderate income living in the area;
    - Neighborhood and transportation areas will be improved; and
    - The city is grateful for the funding.

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Sarah DeSantis:

- Ms. DeSantis expressed the following:
  - She is the Executive Director for Silverton Area Community Aid (SACA);
  - The organization began in the 1950's as a church-based food pantry;
  - The organization assists low-income families with wraparound services including:
    - A food pantry;
    - Case management;
    - Rental assistance;
    - Utilities assistance;
    - Transportation assistance; and
    - Connections to other community resources.
  - The United States Department of Agriculture (USDA) income guidelines are used for the food pantry;
  - HUD housing guidelines are used for financial assistance program;
  - The organization serves a 260 square mile area with a lot of rural portions;
  - SACA is currently located in the basement of an old armory surplus building owned by the state that has not been well maintained:
    - The state does not have the funding to update the building; and
    - In 2017 it was determined that a new location was needed.
  - SACA's mission is to improve lives by providing food, services, and access to community resources;
  - With donor support SACA was able to purchase a building:
    - The building is at the north end of town;
    - The building is almost 20,000 square feet; and
    - The building has additional space for tenants that will provide revenue.
  - The building has enough space to allow for the expansion of programs and services;
  - The project is 80 percent funded;
  - It is anticipated that construction will be complete in three to four months; and
  - SACA hopes to have the new location open in early 2025.

***Board discussion:***

- The organization is currently operating in the basement of the leased state building;
- This is a non-profit project and can take multiple years to raise the needed funding;
- SACA started their capital campaign in the spring of 2023;
- Donors helped with the purchase the new building before the capitol campaign launched;
- Once the building was purchased the design and construction process began:
  - Architects donated their time; and
  - The construction contractor has extensive experience in working with non-profit organizations:
    - The contractor is familiar with projects starting when funding is available and pausing until more funding can be raised.

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- Currently the infrastructure is completed, and the project is ready for finishing touches;
- The project is utilizing CDBG funding and is required to be completed within 18 months of receipt of the funds;
- It is anticipated that the building will be complete in early 2025;
- The project is approximately 81 percent funded;
- SACA has several grant applications for the project;
- The funding gap is approximately $850,000:
    - The total cost of the project is $4 million.
- Commissioner Bethell expressed the following:
    - The timeline is important;
    - She is concerned with the money being tied up and not providing a current service;
    - She would like to help the project reach its goal;
    - There is funding that comes in annually;
    - It is important for the commissioners to know if there is a hiccup in the plan so that they can pivot and make sure the dollars are actively being used for community needs;
    - The community is short of service providers that have transparent intentions that can provide real outcomes;
    - She is pleased with the funding support for Crossroads Communities; and
    - The county needs more organizations that understand what personal accountability is, that can also face challenges.
- Commissioner Cameron expressed the following:
    - He recently visited a Soaring Heights Recovery Home facility and saw the work being done;
    - Small projects can make a big difference in an individual's life; and
    - The work that staff performs helps the program run smoothly.

Commissioner Cameron closed the public hearing.

*(Video Time 01:00:21)*

**ACTION**

COMMUNITY SERVICES

17. Consider approval of a resolution to adopt the Program Year 2024-2025 Annual Action Plan under the Community Development Block Grant (CDBG) and the HOME Investments Partnership Program. **(TO BE ACTED ON FOLLOWING THE PUBLIC HEARING)** –Steve Dickey

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**MOTION:** Commissioner Willis moved to approve a resolution to adopt the Program Year 2024-2025 Annual Action Plan under the Community Development Block Grant (CDBG) and the HOME Investments Partnership Program. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 01:00:50)*

***Board discussion:***

- Commissioner Bethell expressed for the record the following:
  - It is a pleasure to work with Commissioner Cameron and Commissioner Willis;
  - Each commissioner has a different background, but they share the same goals;
  - The work is not always exciting or positive; but
  - The commissioners are a great team that come up great solutions.

Commissioner Cameron adjourned the meeting at 10:04 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

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**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, August 14, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Cody Walterman as county counsel and Brenda Koenig as recorder.

ABSENT: Jan Fritz, chief administrative officer

Commissioner Cameron called the meeting to order at 9:02 a.m.

*(Video Time 00:07:41)*

**PUBLIC COMMENT**

David Beem:

- Mr. Beem expressed the following:
  - He is a spokesman for individuals with disabilities;
  - He is concerned for individuals with disabilities who live near the wildfires and their ability to leave in an emergency; and
  - He would like an emergency evacuation plan for individuals with disabilities.

***Board discussion:***

- Marion County received $1 million from the Oregon Health Authority (OHA) to create a database for individuals with disabilities for emergency management; and
- In the event of an emergency, individuals should be in the database so that emergency responders can go and engage to get them out.

*(Video Time 00:09:34)*

**CONSENT**

BOARD OF COMMISSIONERS

1. OLCC License – Recommended Approval

Whitaker Wine Group – St. Paul, Oregon

DRAFT

PUBLIC WORKS

2. Receive notice of the hearings officer's decision denying Conditional Use (CU) Case #24-006/Joy Blackman Revocable Trust.

**MOTION:** Commissioner Bethell moved for approval of the consent agenda. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:10:12)*

**ACTION**

COMMUNITY SERVICES

3. Consider approval of the Subrecipient Agreement with the Union Gospel Mission (UGM) to provide HOME Investment Partnership (HOME) American Rescue Plan (ARP) grant funding in the amount of $1,463,481 to assist with the Simonka Place for Women and Children Renovation Project retroactive to July 1, 2024, through June 30, 2027. –Steve Dickey; and Dan Clem, Bryce Petersen, Kathy Smith, and Jodi Hack, Union Gospel Mission of Salem

***Summary of presentation:***

Steve Dickey:

- The Subrecipient Agreement with the Union Gospel Mission (UGM) is for the Simonka Place for Women and Children renovation;
- This project has been in the works for an extended period of time; and
- There have multiple detailed discussions with both the board and the UGM regarding the project.

Dan Clem:

- Mr. Clem is the Executive Director for the UGM of Salem;
- Mr. Clem presented a plant to the Marion County Community Services team that symbolizes growth:
    - The plant will be planted when the new building is occupied.
- In 1968, June Simonka established the first women's shelter on the west coast;
- The shelter is expanding from 86 beds to 97 beds;
- The expansion will predominantly be for families;
- Currently children use their rooms, hallways and the courtyard to play:
    - The expansion will provide the children with more space to live and thrive while their mothers are receiving help to improve their lives.
- UGM wants to address homelessness by adding beds;
- Currently there is not enough space, and individuals are being turned away;
- The projects timeline entails:
    - Starting architect and engineering design;
    - Fund-raising events;
    - Construction beginning in April 2025; and
    - Construction completed in October 2025 before the arrival of cold weather.



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- Simonka Place for Women and Children provides educational classes; and
- Future generations will benefit from the expansion:
    - This is a one-time investment, but for many it is a lifetime investment;
    - It is an economically distressed area;
    - The investment will lift people and the community up; and
    - The impact to new lives will be incalculable.

Bryce Petersen:

- Mr. Petersen is the Board of Directors, Chair, for the UGM of Salem;
- Mr. Petersen expressed his appreciation to the board and staff for their work and support;
- There have been several meetings where the details and specifics of the grant have been discussed; and
- The UGM is excited to move forward with the project.

Jodi Hack:

- Ms. Hack is the Board of Directors, Vice-Chair, for the UGM of Salem;
- Ms. Hack expressed her appreciation to the board and staff for their work and support;
- Amazing work happens every day at Simonka Place for Women and Children; and
- Providing more space for children and mothers is greatly needed.

Kathy Smith:

- Ms. Smith is the Director for the UGM of Salem, Simonka Place for Women and Children;
- Seventy-four women and children were sheltered in the facility the previous night;
- The expansion will provide more space and opportunity for more women to experience life change;
- The fiscal year for UGM is from September 1st to August 31st:
    - In the last 11 months 149 women have found permanent, stable, and safe housing; and
    - This includes an additional 42 children.
- These numbers will continue to grow with the county's support; and
- Every woman and child staying at Simonka Place for Women and Children are grateful to be there:
    - It is not a five-star hotel;
    - It is not a homeless shelter; but
    - It is a home:
        - The women and children see it as their home until they can move into permanent housing.

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***Board discussion:***

- Commissioner Cameron expressed the following:
  - Finding permanent housing is a critical need in the community;
  - There are many organizations that work on housing needs; and
  - The UGM's results speak for themselves.
- Commissioner Bethell expressed the following:
  - The UGM relies on multiple funding sources;
  - Navigating the hurdles that come with government funding and the strings that come with government funding is uncomfortable for organizations that rely on their neighbors;
  - She is grateful to the UGM board for making the commitment to navigate the grant process;
  - This renovation will impact multiple generations;
  - Youth is a small part of life, but what a child remembers is usually how they will live their lives; and
  - Staying in a warm, safe home, surrounded by love will make a huge difference in a child's life.
- Commissioner Willis expressed the following:
  - Children do not have political action committees;
  - Children do not have lobbyist;
  - It is a testament to every community when adults get together and give their time to take care of the children in our communities;
  - Communities stand up for children that have been victims of abuse or youth who are homeless;
  - He is grateful for the following:
    - Being part of a community where taking care of the children in our communities is who we are;
    - For the integrity of the UGM and the way that they conduct themselves:
      - Organizations that have integrity stand out.
    - To the UGM for partnering with the county to do this work for the women and children in our communities that need us.
  - It is important to take care of everyone in our community especially those individuals that need a hand up for a bit of time.

**MOTION:** Commissioner Willis moved to approve the Subrecipient Agreement with the Union Gospel Mission (UGM) to provide HOME Investment Partnership (HOME) American Rescue Plan (ARP) grant funding in the amount of $1,463,481 to assist with the Simonka Place for Women and Children Renovation Project retroactive to July 1, 2024, through June 30, 2027. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

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*(Video Time 00:31:13)*

PUBLIC WORKS

4. Consider approval of the Standard Professional Services Contract with Cushing Civil Engineers, Inc. in the amount of $768,675 for the design of civil site improvements at various radio communication sites associated with the Marion County Public Safety Radio Project through December 31, 2027. –Brian Nicholas

***Summary of presentation:***

- The current public safety radio system utilized by the Marion County Sheriff's Office is being replaced;
- The project entails building a radio system that will have the capacity to serve all first responder agencies within the county;
- There are 17 sites in the system:
    - They are not all broadcast and receive sites; and
    - Some of the sites are just network sites including the following:
        - The public works building; and
        - The courthouse:
            - These sites are still part of the radio system.
- The contracts funding breakdown entails the following:
    - An estimated $638,000 is for engineering and permitting core services and required tasks at each of the sites; and
    - An estimated $130,000 is for contingency tasks that will be performed if the need arises:
        - Staff is hoping to keep the contract funding expense around $640,000.

***Board discussion:***

- The project and the contract with Cushing Civil Engineers, Inc. was discussed in detail at a prior Management Update meeting;
- The contract is part of a bigger project and is the next step in the process;
- A large percentage of the project will utilize American Rescue Plan Act (ARPA) funding:
    - Many ARPA projects need to be completed in 2026; and
    - The project will require follow-up work so the term date was extended.

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**Motion:** Commissioner Bethell move to approve the Standard Professional Services Contract with Cushing Civil Engineers, Inc. in the amount of $768,675 for the design of civil site improvements at various radio communication sites associated with the Marion County Public Safety Radio Project through December 31, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:35:20)*

**PUBLIC HEARINGS**
**9:30 A.M.**

None.

Commissioner Cameron adjourned the meeting at 9:39 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

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**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**September 17, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, Danielle Bethell, and Colm Willis. Staff: Jan Fritz, Matt Lawyer, Trevor Lane, Shawnnell Fuentes, Jon Heynen, Alvin Klausen, Brian Nicholas, Katrina Griffith, Chris Einmo, Tsige Woldegiorgis, Lani Radtke, Tamra Goettsch, Debbie Wells, Toby Giddings, Dennis Mansfield, Mai Cao, Rhett Martin, Tryna Luton, Greg Walsh, Sherry Linter, Chris Eppley, Steve Dickey, Brian May, Stephanie Pulvers, Kathleen George, Jeff White, Scott Norris, and Chad Ball.

Jan Fritz called the meeting to order at 9:30 a.m.

INFORMATIONAL:

**1. Contract Amendment 2, with Mill City, ARPA Grant Funds Returned to Marion County; And Reallocated to Marion County Public Works for Canyon Sewer Project**

-Jeff White, Toby Giddings, Chris Einmo

***Summary of presentation*:**

- Reallocating the funds from the Mill City project to MCPW for the work to be performed:
  - The Mill City project is related to the Canyon sewer project; and
  - It will be done by the same contractor.
  - Creates economies of scale and moves the project forward faster.
- Mill City used $200,000.00 of the original $ 1,000,000.00 and is returning the rest to be used by PW for the canyon sewer project.

**Board Direction:**

- The board of commissioners (BOC) are good to proceed on consent.

**2. Consider Solid Waste Management & Marion County Water Quality Advisory Board Appointments**

- **Ryan Zink – Reappointment**
- **Gary White, Chair Position**
- **Brenda Sanchez, Vice Chair Position**

-Brian May

***Summary of presentation*:**

- Mr. Zink would like to serve a second term in the Solid Waste Management Advisory Council (SWMAC):
  - Mr. Zink is the community representative liaison;
  - He is a budget officer/franchise coordinator for the city of Salem;
  - Involved in the Cost of Service Analysis (COSA); and

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    - Unanimous agreement for reappointment.
- Marion Water Quality Advisory Committee (MWQAC):
    - For the chair and vice chair positions:
    - Mr. White has served as an at large member since 2021:
        - Excited for him to be chair and bring in meeting organization.
    - Ms. Sanchez has served as a past vice chair:
        - Currently a member at large;
        - District manager for Soil and Water Conservation District; and
        - Work experience on water rights, regulations, water and soil management.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**3. ARPA Fargo Sewer Collection System Improvements**

-Brian Nicholas

***Summary of presentation*:**

- A few years ago, an ARPA grant of $600,000 was awarded to Fargo:
    - Intended to pay for Fargo's share of the city of Donald's treatment plant expansion; and
    - This project has been put on hold.
- Funds will be used for improvements to the Fargo sewer collection system;
- Improvements will include:
    - Capping and sealing areas with ground water intrusion.
- One area to be capped, once done, may get under the 50,000 gallon per day cap;
- Agreement redirects ARPA funding to another project from original project;
- The city of Donald is aware;
- Almost ready for bidding on the Fargo project; and
- Want to complete this fall so reduction in gallons per day is seen during the winter.

**Board Direction:**

- The BOC is good to proceed.

**4. North Santiam River Gates Bridge Repair Project**

-Ryan Crowther

***Summary of presentation*:**

- Marion County maintains this bridge;
- There is a bump, and the road is beginning to settle:
    - Structurally there are items under the bridge causing this.
- This repair has been budgeted;
- Has been advertised and ready to award contract;
- Contract amount is $316,194.44;
- HP Civil, Inc in Aumsville is the lowest bidder; and
- Will come to board session to present.

**Board Direction:**

- The BOC is good to proceed.

**5. Approval of Contract with University of Oregon**

-Greg Walsh, Mike Hintz

***Summary of presentation*:**

- For the Marion County Underserved and Rural Continuity Population and Infrastructure Vulnerability Assessment;

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- Provides in depth look of the county to create a comprehensive hazard vulnerability assessment and risk assessment:
    - Eventually evacuation plans for Marion County.
- Funding received from Federal Emergency Management Agency (FEMA) and Office of Emergency Management (OEM):
    - Post disaster hazard mitigation funding.
- Contract allows using funding and working with the University of Oregon;
- Large part is assessing routes for evacuation from hard to reach areas:
    - Entire county will be assessed.
- Per FEMA cannot call it an evacuation plan:
    - Want vulnerability assessment with priority routes.
- Looking at hard to reach areas and limitations for evacuating individuals will allow to build better plans and processes;
- Marion County Emergency Management will do more work in addition to this plan;
- This will inform the Multi-Jurisdictional Vulnerability Assessment:
    - Done every four to five years;
    - Must be approved; and
    - This contract will give more data than previously had before.
- A program is used that requires the language;
- Full assessment for all including those fully mobile:
    - Then the focus will be on those that are harder to reach and not mobile.
- The consulting team does majority of the work with the county guiding;
- Marion County Sheriff's Office (MCSO) is part of the process:
    - This is being done for MCSO as it will be a primary tool for them.

**Board Direction:**

- MCSO must be specifically listed as a representative; and
- Work with Clackamas and Linn County's Sheriff's Office and Emergency Management team.

**6. Janitorial Service, HHS Department with Garten Services**

**-**Mark Liudahl, Rhett Martin

***Summary of presentation*:**

- Amending contract to add two years and $500,000:
    - New contract total will be $1.3 million; and
    - Will expire on September 30, 2026.
- Since 2021 Garten provides scheduled and on call cleanings for leased locations:
    - Silverton Road;
    - Crisis Center;
    - Beverly Buildings;
    - Woodburn; and
    - The cottages.

**Board Direction:**

- The BOC is good to proceed.

**7. Sole Source Determination Clearinghouse Vendor-Availity, LLC- Essentials**

**-**Tryna Luton, Mai Cao, Toby Giddings

***Summary of presentation*:**

- Marion County Health and Human Services (MCHHS) completed a specification documenting the need to continue using Availity Essentials;
- Request for Information was publicly noticed for seven days:

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    - Notify of specification and intent to conduct sole source determination; and
    - No comments were received.
- This would be a three-year contract for $36,000;
- This is to allow to create a contract;
- There is an existing contract with Availity:
    - Works with the Electronic Health Record (EHR) tool.
- Clearinghouse is a third party business working with the county's EHR system:
    - Providers and hospitals use it to submit claims to health plans;
    - Talks to health plans services are provided for; and
    - Claims are scrubbed, sent to health plans and paid through system.
- Changing to a different clearinghouse would cause a major financial and administrative burden;
- This is an existing interface; and
- Cloud system used, DrCloudEHR, is compatible with Availity.

**Board Direction:**

- The BOC is good to proceed.

**8. IGA with OHA, Amendment 7, Aid Assist Client Services, Additional Funding**

**-**Ryan Matthews

***Summary of presentation*:**

- Adding funds in the amount of $597,639.39;
- During 2023, worked with Association of Oregon Community Mental Health Programs (AOCMHP) to revise the funding formula;
- Mr. Mattews worked with AOCMHP to advocate for Marion County relating to aid and assist;
- The funding formula was revised as several counties did not receive funds;
- This funding was previously received;

**Board Direction:**

- The BOC is good to proceed

**9. Contract with Salem Health for Mental Health Screenings**

-Debbie Wells

***Summary of presentation*:**

- Marion County Health and Human Services provides 24/7 mental health screenings to Salem Health in the Emergency Room (ER) department;
- MCHHS requested an increase for a flat rate for of $200 per assessment:
    - Previously charged $100.
- Back date the contract to September 1, 2024;
- Contract expires August 31, 2026, with an option to extend for an additional year; and
- Will continue to provide services at Salem Health Emergency Department even after relocation of Crisis Center.

**Board Direction:**

- The BOC is good to proceed.

**10. Secretary of State Security Pilot Program Drop Site Cameras**

**-**Bill Burgess

***Summary of presentation*:**

- US Department of Homeland Security recommends several items for the election as some may decide to disturb the process including:

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    - Surveillance cameras on the election drop boxes;
    - Tamper evidence seals;
    - Openings in drop boxes that will not accept items larger than a ballot:
        - Marion county already does this.
    - Unique locks:
        - Marion County does this.
    - Secure base that connects to an immovable object:
        - Most boxes are in cement with rebar; and
        - The rest are bolted in.
    - Ballot boxes to be made of sturdy and heavy materials:
        - Marion County boxes weigh between 600 to 1,000 pounds.
- Would like to have cameras on all drop boxes but it may not be feasible at this time;
- Secretary of the State's program gave $9,466.86 for cameras on two drop boxes:
    - It will be used on the busiest; and
    - Expect about 4,000 ballots per box:
        - The health department location; and
        - The city of Keizer location.
- The funds will cover the following:
    - Pay for the cameras;
    - Pay for the first year of licensing; and
    - There is a ten-year warranty on the cameras.
- The Keizer location currently does not have cameras;
- All the data will be kept by the state and the county will have access to it online;
- The cost is $136 per camera per year licensing agreement;
- The grant has already been applied for and received:
    - Need to know if the BOC is good to proceed with this.

**Board Direction:**

- Would like to see the IGA, costs, and meet with Business Services and Information Technology before proceeding. More information/discussion is required.

**11. Employee Assistance Program Services for County Employees**

**-**Lori Klemsen

***Summary of presentation*:**

- Marion County uses Canopy for its Employee Assistance Program;
- Canopy provides the following:
    - Counseling for individual, family, and work;
    - Legal assistance; and
    - Coaching services.
- Looking to add $15,000 to the contract:
    - This will cover costs for the remainder of the year.
- Currently pay $3.10 per employee per month;
- Any additional services such a training and crisis intervention are an additional cost;
- After December a new two-year contract will be done;
- Switched to Canopy as there were issues with the previous provider:
    - Can research if there are other companies.
- There have been 81 individual session visits through the end of quarter two;
- Employees contact Canopy through a 1-800 number or through the website; and
- Have called Canopy when encountering loss of employees.

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**Board Direction:**

- The BOC is good to proceed with the item on consent.

**12. Special Procurement of Absorb Enterprise Learning Management System (LMS)**

**-**Lori Klemsen

***Summary of presentation*:**

- Special procurement to continue with Absorb;
- Currently in the process of obtaining a new Enterprise Resource Planning (ERP):
  - Unsure, at this time, if LMS will be part of the new system.
- This system is used countywide;
- If LMS is not part of the ERP then a competitive process will be done; and
- This is a two year extension.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**13. Appointing Tamra Goettsch as the Marion County Section 504 Coordinator, and HIPPA Officer**

-Tamra Goettsch

***Summary of presentation*:**

- Appoint Tamra Goettsch as the Marion County Section 504 Coordinator, and HIPPA Officer

**Board Direction:**

- The BOC is good to proceed.

**14. 2023-2024 Consolidated Annual Performance Evaluation Report (CAPER)**

**-**Steve Dickey

***Summary of presentation*:**

- This report is for the US Department of Housing and Urban Development (HUD);
- This provides information on how HUD funding was used through CDBG and HOME over the past year;
- This satisfies all of HUD's questions, including:
  - Who was served;
  - How they were served; and
  - How funds were used.
- This is a requirement for receiving HUD funding;
- Provides report and status on the following:
  - Each active project through CDBG and HOME;
  - Public outreach efforts; and
  - Project accomplishments through the funds.
- The activities and projects in the report are from 2023/2024;
- Open for public comment and no public comments received:
  - Published in various publications.
- The submission deadline is September 30, 2024; and
- There will be a public hearing.

**Board Direction:**

- The BOC is good to proceed.

**15. Board Session Agenda Review**

**-**Commissioner Kevin Cameron

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***Summary of presentation*:**
- Overview of agenda.

**Board Direction:**
- The BOC is good to proceed.

**16. Contract Review Board Contract Specific Special Procurement**
**-**Matt Wilkenson
***Summary of presentation*:**
- This is a purchase to replace a boat;
- The standard process for purchasing a new boat is as follows:
    - The Oregon State Marine Board (OSMB) conducts a three quote procurement process; and
    - Then the funds are given to the county for purchase.
- Seeking special procurement as the boat will be over $100,000:
    - This makes it the formal process for Marion County;
    - An intermediate process for the OSMB; and
    - Special procurement will allow to follow OSMB's process.
- This will replace the 2003 boat, North River;
- New one will likely be an enclosed cabin;
- The other two boats are open on the sides;
- Marion County Sheriff's Office is responsible for all waterways between Labor Day and Memorial Day, during the winter including:
    - Willamette River;
    - Santiam River;
    - Detroit Lake; and
    - Other lakes.
- Closed cabin is helpful during the cold rainy winters; and
- Hope to have the boat in by June 2025

**Board Direction:**
- The BOC is good to proceed.

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<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>
**Commissioner Danielle Bethell**
- N/A

**Commissioner Kevin Cameron**
- N/A

**Commissioner Colm Willis**
- N/A

<u>OTHER</u>
**Tamra Goettsch** - MCPW Generators
- There were two month rented generators for $40,000 a month;
- Contract is coming to board session October 9, 2024:
    - Would like to bring it in earlier to save $40,000.

**Board Direction:**
- The BOC is good to proceed in bringing the contract to an earlier board session.

**Adjourned** – time: 10:30 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, September 18, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Jan Fritz, chief administrative officer, Scott Norris as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:00 a.m.
Commissioner Willis arrived at 9:02 a.m.

*(Video Time 00:00:49)*

**PUBLIC COMMENT**

Jessica Howard:

- Ms. Howard is the President of Chemeketa Community College (CCC);
- Ms. Howard shared how Chemeketa serves Marion County:
    - A 2,600 square mile district is served which includes two other counties and a part of Linn County;
    - Of the seven locations, four are located in Marion County:
        - Chemeketa center for Business and Industry (CCBI), Salem, Brooks, and Woodburn.
    - Marion County residents are three quarters of the student population;
    - Chemeketa has the greatest rate of Marion County high school students going to it;
    - By dual credit Marion County high school students saved almost $12 million in the last decade;
    - The Chemeketa Scholars Program, offered by no other community college in Oregon, has saved Marion County residents $15.5 million:
        - This is 79 percent of the total amount given out in the last decade.
    - Oregon Promise has saved Marion County residents $13.6 million;
    - Chemeketa was part of an economic impact study, and it said every dollar a student invested in their education there is an $8.50 return;
    - The community invested in Chemeketa, in 2008, through a $92 million bond measure:
        - It was a 27 cent per $1,000 property tax rate and it is retiring this year.
    - The new bond measure is for $140 million:

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- Reflects the increase in properties and property values;
- The rate remains the same;
- Will fund the following:
    - Careers in healthcare, trades, and emergency services;
    - Upgrade building seven as a disaster resource site at the Salem campus;
    - Upgrading teaching and learning spaces;
    - Safety and security;
    - Science lab on the Woodburn campus; and
    - Upgrading all campuses for student success such as math and writing tutoring centers.

***Board discussion:***

- Chemeketa is the first community college to offer a bachelor's degree in leadership and management; and
- Chemeketa is working on adding two more bachelor's degrees.

*(Video Time 00:07:29)*

**PROCLAMATION**

BOARD OF COMMISSIONERS

1. Consider approval of a proclamation designating the week of September 17-23, 2024, as Constitution Week in Marion County. –Arleta Day, National Society Daughters of the American Revolution (NSDAR), Chemeketa Chapter

***Summary of presentation:***

- The US Constitution was written in 1787 and signed on September 17, 1787;
- It was ratified by the states in 1788;
- The US constitution is the oldest and shortest of all constitutions;
- The constitutional convention was attended by 55 delegates and was signed by 39 delegates, three dissented and Rhode Island did not attend;
- The Bill of Rights was added to the constitution in 1791;
- More than 11,000 amendments have been introduced to congress and 33 went to the states to be ratified and 27 received approval from the states to become part of the constitution;
- National Archives in Washington D.C displays the constitution; and
- After the attack on Pearl Harbor the constitution was moved to Fort Knox for safekeeping.

***Board discussion:***

- Commissioner Willis expressed gratitude for the constitution;
- Commissioner Bethell stated more people should read it;



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- Commissioner Cameron stated more people should understand what it means; and
- Commissioner Willis read the preamble of the constitution.

> **MOTION:** Commissioner Willis moved to approve a proclamation designating the week of September 17-23, 2024, as Constitution Week in Marion County. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

The commissioners read the proclamation.

*(Video Time 00:17:58)*

## PRESENTATIONS

2. Accreditation Recognition for the Marion County Sheriff's Office, Institution and Enforcement Divisions. –Commander Tad Larson and Commander Jason Bernards

***Summary of presentation:***

Commander Tad Larson:

- Previously Oregon jails were inspected under jail statute 169.076;
- About 20 years ago Jail Command Council and State Sheriff's Association met to discuss higher level of inspection standards;
- The previous model worked fairly well but the push to independent auditing has seen a transition to an accreditation model;
- In 2022, Sheriff's in the state voted unanimously to change to an accreditation model which includes 313 jail standards:
    - Statues and statutory requirements are still encompassed within the new model; and
    - The standards are broken into Tier One and Tier Two objectives.
- Tier One is health, safety, and well-fare;
- Tier Two is non-health, safety and well-fare:
    - Exercise and commissary schedules are considered Tier Two, transportation, scheduling, clothing, etc. are Tier One.
- In 2023, jail inspectors began training and Clackamas County did a test run;
- Marion County was the first jail to be inspected under the new standard:
    - Marion County passed.
- A few of the inspectors' comments included:
    - Adults in custody were well-behaved, compliant, and respectful;
    - Staff were professional, knowledgeable of their areas and their responsibilities; and
    - The jail was clean, quiet and well-maintained.
- The jail staff and inspectors had to prepare beforehand for all 313 standards:
    - Including providing documentation proving standards were being followed.

- A single standard was not applicable as it involves interns and the medical unit which Marion County Jail does not have; and
- A single standard needed improvement:
    - A contract was signed to inspect the medical files; and
    - The county's doctors can no longer inspect their own medical files.

Commander Jason Bernards:

- The enforcement division must be accredited through ORS 181.657;
- The division has gone through three reaccreditations:
    - The first was in 2014; and
    - The last was done in 2023.
- There are three steps in the accreditation process:
    - The application phase;
    - The self-assessment phase; and
    - The on-site assessment.
- During the entire process regular job duties are still being performed;
- The reaccreditation process takes about six to 18 months; and
- Director of the Accreditation Alliance, Scott Hayes, stated he would like to recognize the outstanding work of the accreditation team and their attention to detail.

***Board discussion:***

- Commander Larson has provided 30 years of service to Marion County:
    - He has loved his career in the county and is proud of it;
    - He has been given many opportunities and he has enjoyed it; and
    - He is thankful for the support given to the Marion County's Sheriff's Office.
- Commissioner Bethell stated the following:
    - Commander Larson knows much about the jail, and this is a testament to the passion he has for his work;
    - Appreciate the safe environment given to adults in custody;
    - Expectations are set by Commander Larson to the staff; and
    - She appreciates the good food in the building.
- Commissioner Willis stated the following:
    - Grateful for the work done by Commander Larson;
    - What individuals do make a place functional to work at;
    - Commander Larson takes responsibility for all parts of the jail; and
    - Individual work and care for community matters.
- Commissioner Cameron stated the following:
    - Commander Larson's response during covid was great;
    - His leadership has mattered; and
    - Marion County is a better place because of Commander Larson.
- Jan Fritz stated the following:
    - Commander Larson has worked under six sheriffs;

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    - Each has depended on the commander and his leadership;
    - The work done with the jail deputies and increasing the standards; and
    - National consultants stated Marion County Jail is one of two in the nation where others go to learn how to run a jail professionally.
- Thankful to the enforcement division and Commander Bernards' work to get it accredited;
- Commissioner Bethell would love to learn more about the enforcement division and its accreditation:
    - The board can share with the public the work being done.

*(Video Time 00:35:55)*

3. United Way 2024 Employee Contribution Campaign Kick-off. –Gary White; and Melinda Freshour and Cathy McInnis, United Way of the Mid-Willamette Valley

***Summary of presentation:***

- Last year's employee contribution campaign was successful;
- This year's employee contribution campaign will feature many of the same items from last year;
- The United Way has changed over the years, it changes as the community voices its desires and wants;
- Thankful to Marion County for continuing to support the work of United Way and helping to meet the community's needs;
- The latest project was the Back-to-School Community Cares project:
    - Every staff member and teacher in the school district was served a meal before school began; and
    - Community partners came together to show they care.
- United Way has over 700 partners in Oregon:
    - They use these partners to meet specific needs of individuals.
- The funds provided for United Way help support many events and causes;
- Some of the ways United Way helps include:
    - Awesome 3000;
    - Enrichment Academy before and after school;
    - Safe Sleep United for homeless women, their children and pets;
    - Work with Willamette University to teach philanthropy;
    - Give funds to non-profits who apply;
    - Community Resource Center saves items from the landfill:
        - Last year $7 million worth of goods was reused.
    - Cottages for seniors:
        - There are ten of them;
        - Keeping seniors from being homeless; and
        - Hoping to keep the project going.

***Board discussion:***

- The cottages are 400-foot studio style homes:
  - Installed washer and dryer; and
  - A full bathroom.
- Rent for the senior living cottages is $500 a month;
- This is a growing need and will continue to grow as the populations ages and individuals struggle to pay the cost of living;
- There are 188 individuals waiting for housing:
  - Every day more calls and e-mails come in with more needs.
- United Way works with the Marion County Housing Authority; and
- October 1, 2024, is the kick-off event for the Employee Contribution Campaign:
  - It will begin with biscuits and gravy with eggs;
  - Throughout October there will be more activities; and
  - It will be more competitive, this year, among departments.

*(Video Time 00:52:05)*

**CONSENT**

PUBLIC WORKS

4. Approve the Purchase Order with Dick Hannah Chevrolet in the amount of $145,074.18 for the purchase of four Chevrolet Silverado 1500 half-ton pick-ups as part of the county's annual scheduled light duty replacement plan through April 30, 2025.

**MOTION:** Commissioner Bethell moved for approval of the consent agenda. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:53:06)*

BUSINESS SERVICES

5. Consider approval of the Public Improvement Agreement with Hermanson Company in the amount of $755,061 for the renovation of the HVAC system at the Marion County Court Annex through November 30, 2025. –Terry Stoner

***Summary of presentation:***

- The heating and cooling system in the annex broke down;
- Went out for public bids to get it replaced:
  - There were two bids received.
- Hermanson Company was chosen as the bid to move forward with.

***Board discussion:***

- None.



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**MOTION:** Commissioner Willis moved to approve the Public Improvement Agreement with Hermanson Company in the amount of $755,061 for the renovation of the HVAC system at the Marion County Court Annex through November 30, 2025. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:54:56)*

COMMUNITY SERVICES

6. Consider approval of the Contract for Services with Cascade Sound, Inc., in the not-to-exceed amount of $101,761 to provide sound, stage, and lighting services for the Marion County Fair through December 31, 2027. –Kelli Weese

***Summary of presentation:***

- A contractor is utilized for delivery, set-up, operations, labor, and maintenance of stages and sound at and during the fair;
- In the spring a Request for Proposal (RFP) was issued:
  - The Fair Board reviewed the proposals;
  - Cascade Sound, Inc was recommended; and
  - The board of commissioners (BOC) looked over the recommendation on August 27, 2024, during Management Update.
- The BOC chose to proceed with a three-year contract with an option to extend it for two years;
- Will be working with provider through the 2027 fair with the opportunity to go through the 2029 fair; and
- The funds will come from the Fair Fund:
  - The revenue comes from fair revenues and state subsidies.

***Board discussion:***

- The $101,761 is for three years.

**Motion:** Commissioner Bethell moved to approve the Contract for Services with Cascade Sound, Inc., in the not-to-exceed amount of $101,761 to provide sound, stage, and lighting services for the Marion County Fair through December 31, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

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*(Video Time 00:57:24)*

DISTRICT ATTORNEY'S OFFICE

7. Consider approval of a Sole Source Determination to award a contract to Karpel to provide prosecutor case management software and related services with an anticipated term date of five years. –Brendan Murphy and Toby Giddings

***Summary of presentation:***

- The current management system does not meet the department's needs;
- The DA's office, Finance and IT, met to come up with a procurement strategy:
  - Learned that there is a platform, which 34 Oregon counties use; and
  - Brand name specification, and sole source determination is the most appropriate pathway.
- There are four requirements and at least one needs to be met:
  - There are three that have been met.
- This allows the DA's office to meet with Karpel to discuss the contract's framework and if this is a workable solution; and
- The current system is a burden to the DA's office and the IT department.

***Board discussion:***

- None.

> **MOTION:** Commissioner Willis moved to approve a Sole Source Determination to award a contract to Karpel to provide prosecutor case management software and related services with an anticipated term date of five years. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 01:00:36)*

HEALTH AND HUMAN SERVICES

8. Consider approval of the Contract for Services with Pelton Project, Inc. in the not-to-exceed amount of $150,000 to provide Mental Health Services (MHS 28), Inpatient or Residential Treatment Services, to individuals who are not Medicaid eligible or without Social Security Income (SSI) benefits retroactive to January 1, 2024, through June 30, 2025. –Jennifer Chun

***Summary of presentation:***

- This will allow the sub-contractor to continue providing services and align with the delayed Inter Governmental Agreement (IGA);
- This allows Marion County Health and Human Services (MCHHS) to act as a fiscal intermediary and process payments to Pelton Project, Inc; and
- This pays for the licensed care, room and board of individuals who are unable to pay for themselves.

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***Board discussion:***

- The contract is retroactive because of the delays with OHA;
- Marion County case managers work with individuals to help them apply for Medicaid:
    - Often individuals come from the state hospital and are not enrolled in health insurance; and
    - This takes a few months.
- Individuals with Medicare only receive assistance in applying for a special type of Medicaid:
    - This takes a few months.
- There are individuals that are waiting to for social security, and this can take many months for approvals to happen.

> **MOTION:** Commissioner Bethell moved to approve the Contract for Services with Pelton Project, Inc. in the not-to-exceed amount of $150,000 to provide Mental Health Services (MHS 28), Inpatient or Residential Treatment Services, to individuals who are not Medicaid eligible or without Social Security Income (SSI) benefits retroactive to January 1, 2024, through June 30, 2025. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 01:04:33)*

PUBLIC WORKS

9. Consider approval of the Purchase Order with Pape Machinery in the amount of $575,061.75 for the purchase of one new Gradall hydraulic excavator to replace a 2001 excavator that is at end-of-life through June 30, 2025. –Scott Wilson

***Summary of presentation:***

- Marion County Public Works (MCPW) uses a diversified fleet of heavy and medium equipment for road maintenance tasks;
- This excavator is able to drive to work sites without a trailer which improves the response time;
- It is able to do various tasks with the ability to extend and tilt the bucket; and
- It replaces equipment that was purchased in 2001.

***Board discussion:***

- MCPW uses a model for replacing equipment which factors the following:
    - Age of the equipment;
    - The number of miles on it;
    - The number of hours on it;
    - Repair costs of it; and
    - It if it is being properly utilized.

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**MOTION:** Commissioner Willis moved to approve the Purchase Order with Pape Machinery in the amount of $575,061.75 for the purchase of one new Gradall hydraulic excavator to replace a 2001 excavator that is at end-of-life through June 30, 2025. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 01:08:09)*

**PUBLIC HEARINGS**
**9:30 A.M.**

COMMUNITY SERVICES

A. Public hearing to consider the 2023-2024 Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Investment Partnership programs. –Steve Dickey

***Summary of presentation:***

- This report is required by the U.S. Housing and Urban Development (HUD) for the CDBG and HOME program funds;
- Not included in the report is projects that were funded by the HOME ARP funds;
- Consolidated Annual Performance Evaluation Report (CAPER) documents include the following:
    - Available resources;
    - Investments of the available resources;
    - Geographic distribution and location of investments;
    - Families and people assisted;
    - Actions taken to affirmatively further fair housing; and
    - Other actions indicated in the strategic and action plan.
- Program project highlights of the 2023-2024 CAPER include:
    - Construction costs for the Center for Hope and Safety Hope Plaza for $138,630;
    - Operation costs for the Center for Hope and Safety Woodburn location for $30,282;
    - Operation costs for United Way Safe Sleep Salem for $200,000;
    - Operation costs for the Boys and Girls Club for the Center for Development Education programs for $59,048;
    - Operational costs for the Boys and Girls Club Healthy Lifestyle program for $15,703;
    - Purchase an additional house for Soaring Heights Recovery Homes for $350,000;
    - Homeowner Residential Rehabilitation Program and oversight for $503,037;
    - Homebuyer Assistance and program oversight $500,741; and
    - Marion County administrative costs for $321,309.
- The CAPER identifies how the CDBG and HOME projects from this year provide a solid foundation for future program years;
- Program contact highlights include:



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    - Contacts with 65 different community partners;
    - Notable connections awarded projects during the year:
        - Silverton Area Community Aid (SACA) for $250,000;
        - Santiam Hospital Regional Resiliency Center for $250,000;
        - Church at the Park Commercial Kitchen for $250,000;
        - Court Appointed Special Advocates (CASA) of Marion County for $75,100; and
        - City of Mt. Angel Street Reconstruction Project for $500,000.
    - Notable contacts with either existing or potential partners:
        - DevNW;
        - Mid-Willamette Valley Council of Governments;
        - Sheltering Silverton; and
        - Home Ownership Pilot Project group.
- Policy highlights include:
    - Homeowner Residential Rehabilitation Program; and
    - Down Payment Assistance Program.
- Continue to build the program for next year.

***Board discussion:***

- Commissioner Bethell expressed the following:
    - The renewal process will be happening again as this is the fifth year;
    - Need to work harder to advertise to the public what programs exist and what services they offer;
    - Requestors are vetted to ensure they achieve outcomes and use funds as far as possible;
    - Not everyone is able to set funds aside for a home and these programs help individuals achieve homeownership;
    - Individuals may be experiencing challenges and are not able to participate in financial literacy education; and
    - These programs are very critical and advertising them more effectively needs to be a priority.
- Commissioner Willis expressed the following:
    - The downpayment assistance program is a loan not a blank check;
    - We must figure out how to house more people; and
    - Teaching financial literacy needs to be compassionate.
- Commissioner Cameron expressed the following:
    - Programs that enhance financial literacy are valuable;
    - Financial illiteracy becomes a cycle when previous generations were not taught;
    - Opportunities to educate on financial literacy should be taken; and
    - It is important to give back to the community and share what you have learned or experienced.
- No one signed up for public comment.

Commissioner Cameron closed the public hearing.

*(Video Time 01:28:18)*

**ACTION**

COMMUNITY SERVICES

10. Consider a resolution to adopt the Program Year 2023-2024 Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Investment Partnership programs. **(TO BE ACTED ON FOLLOWING THE PUBLIC HEARING)** –Steve Dickey

***Summary of presentation:***

- None.

***Board discussion:***

- Commissioner Willis expressed the following:
  - Finances are not interesting, but the services provided, and individuals helped are fascinating; and
  - Seeing the results is the key to getting work done.

  **MOTION:** Commissioner Bethell moved to approve a resolution to adopt the Program Year 2023-2024 Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Investment Partnership programs. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 01:34:50)*

Commissioner Cameron adjourned the meeting at 10:35 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

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MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**October 1, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, Danielle Bethell, and Colm Willis. Staff: Jan Fritz, Shawnnell Fuentes, Jon Heynen, Andrew Derschon, Nick Hunter, Matt Wilkinson, Troy Gregg, Justin Sparrow, Scott Wilson, Carol Heard, Leanna Linville, Chris Einmo, Ausin Barnes, John Speckman, Brian Nicholas, Brandon Reich, Sherry Linter, Chris Eppley, Steve Dickey, Kellie Weese, Lari Rupp, Gary Christofferson, Jacob Ramsey, Brian Wallace, Scott Norris, Matt Lawyer, and Trevor Lane.

Kevin Cameron called the meeting to order at 10:00 a.m.

INFORMATIONAL:

**1. Livescan Replacement for Addition to IT's List of Business Initiatives**
-Jacob Ramsey, Brian Wallace
***Summary of presentation*:**

- The jail and Concealed Handgun Licensing (CHL) to purchase digital fingerprint stations for $42,130;
- The jail uses them for criminal bookings and charges:
  - They are sent to the state police.
- Used to issue CHL permits;
- Grant through Oregon State Police to purchase both scanners:
  - The county will pay 10 percent.
- The vendor is DataWorks Plus:
  - Have had a continual contract with them; and
  - Support devices very well.

**Board Direction:**

- The board of commissioners (BOC) is good to proceed.

**2. Automated License Plate Readers**
-Jason Bernards
***Summary of presentation*:**

- Adding readers into Marion County jurisdictions;
- Work with Salem and Keizer Police Departments, who have 16 cameras each;
- Cameras are used for investigative purposes;
- Will be paid by the Justice Assistance Grant (JAG);
- Total cost will be $9,795:
  - Cost of four cameras, their software, other equipment, and a monthly subscription fee.
- Installation will be done by Marion County;
- The cameras are run through the city of Salem's server;

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- Readers are mounted on street poles and Salem's fiber is used;
- Placed in high crime areas:
    - Addressing shootings and other violent crimes.
- Use scanner to see what vehicles are in the area during violent crimes;
- Placed in public view;
- Brought to the BOC before applying for the grant;
- Grant covers $10,782;
- No cost to IT as it is stored on Salem's server and ran on their lines;
- This allows a larger area to be covered;
- The grant provides the capital for start of this project;
- Salem received grants to build a server to store information:
    - Willing to host at no cost.
- Would like to make this a countywide concept;
- Systems costs would be greater if Marion County did it on its own;
- Memorandum of Understanding (MOU) draft with Salem and Keizer:
    - Marion County is not part of it yet as it owns no hardware.
- Salem, Keizer and Marion County will have their own Rekor accounts:
    - All can access the same information.
- Salem can pull out and Marion County's system will not work; and
- District Attorney is aware as Salem and Keizer are currently using this.

**Board Direction:**

- Send MOU to BOC;
- Bring the contract from the camera company; and
- IT would like MOU and contract copies.

**3. PO Consideration for 4 Ford Trucks from Northside Ford**

-Jeniffer Scales, Scott Wilson

***Summary of presentation*:**

- A single truck is for the Marion County Juvenile Department:
    - Current truck is about 20 years old; and
    - Repairs are needed and a replacement is recommended.
- The other three trucks are for Marion County Public Works (MCPW):
    - F550 will replace a 12 year old truck for the bridge crew;
    - F450 will replace a 25 year old truck; and
    - F350 will replace a 20 year old truck and will be assigned to Salem district.
- All trucks have exceeded their useful life:
    - They are used year-round to support various road work and maintenance.
- The total amount is $307,585.62;
- Many vehicle and equipment purchases are coming in because it is the start of the fiscal year:
    - Quotes and other information is gathered at this time; and
    - Last fall the same process happened.
- Light duty fleet uses the Mercury Program, a financial model assessing vehicles:
    - Determines the financial breakeven point of vehicles:
        - Sell when it still has a high resale value; and
        - Buy vehicles when maintenance costs are lowest.
- Heavy duty fleet vehicles are replaced depending on the amount of time a vehicle spends on the deadline, the liability and how often it is fixed;
- F450's and F350's are great utility trucks that do not require Commercial Driver's License (CDL);

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- The 130 fund is the road fund;
- Currently going through a fleet audit process:
    - Consultant is overviewing;
    - Mercury Study is over 20 years old; and
    - Looking into a new study.
- The following items are looked at when determining replacement:
    - Vehicle age;
    - Depreciation;
    - Repair costs; and
    - Parts availability.
- Juvenile Department's truck delivered wood during the ice storms.

**Board Direction:**

- Further discussion on how the vehicles purchases are determined; and
- Send analysis metrics to the BOC.

**4. North Santiam Septic to Sewer Grant – Commercial Septic Exceeding $100,000**

-Chris Einmo

***Summary of presentation*:**

- First grants of the program that will be coming to board session;
- The total estimated cost is $125,374;
- Grant process was implemented last year:
    - Permitting process determines what is needed;
    - Property owner solicits bids from contractors;
    - Work done, according to permit; and
    - Receive reimbursement checks.
- Grant is for Lakeview RV Park on the northeast side of Highway 22:
    - Serves about 14 to 18 RV spots.
- The spots are connected to multiple tanks, given treatment and discharged;
- The owner has obtained three bidders;
- A few others have already been executed as they were under $50,000:
    - Signed by MCPW director, Brian Nicholas.
- The system is for under 2,500 gallons a day.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**5. FEMA Endangered Species Act Pre-Implementation Measures**

-Brandon Reich

***Summary of presentation*:**

- FEMA is expediating process as there was a lawsuit that stated they were moving too slowly;
- Marion County has until December 1, 2024, to choose a path forward;
- Marion County, the governor, and congress have pushed back:
    - FEMA has not responded to this pushback.
- There are four pathways:
    - Two of them are unrealistic and the other two are possible.
- Will default to the permit by permit option:
    - Habitat assessment will be needed for each permit.
- The other feasible path is FEMA's model ordinance;
- January 31, 2025, will be when data needs to be collected:

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    - Floodplain quality and function; and
    - Areas removed and added.
- Next year this data will be required for every permit;
- If this is not done compliance will begin:
    - Visit, audit, and offer help.
- If not followed it will lead to eventual suspension of the National Floodplain Insurance:
    - Following or not homeowners will be harmed.
- Oregonians for Floodplain Protection group is looking for possible litigation:
    - Think it will be several years until FEMA did anything;
    - Looking to raise money for this; and
    - Tillamook County is taking lead.
- FEMA is motivated by the lawsuits and not excited about the updates;
- Association of Oregon Counties is working on this;
- Attended training and conferences;
- Have codes that are ready for implementation;
- Will begin collecting needed floodplain data;
- Can update, with Legal Counsel's help, the disclaimer on the floodplain permits:
    - Disclaimer was placed after receiving FEMA's letter eight years ago; and
    - No action was taken by FEMA at that time.
- Will connect Legal Counsel with the Oregonians for Floodplain Protection group's lawyer.

**Board Direction:**

- The BOC is good to proceed; and
- Continue to attend meetings.

**6. Behavioral Health Resource Network Request for Grant Application**

**-**Ryan Matthews

***Summary of presentation*:**

- This is for the 2025-2029 funding cycle of BHRN;
- Funding from Measure 110 aims to support comprehensive community based services like substance use disorder screening, treatment, and recovery support;
- Marion County Health and Humam Services (MCHHS) will apply for funding to begin July 2025 and continue until June 2029;
- The grant application is different from the 2022 version:
    - Encourages organizations to apply independently instead of as a regional group.
- Some of the categories that MCHHS will be applying for are as follows:
    - Substance use disorder screening;
    - Comprehensive behavioral health needs assessment;
    - Substance use disorder treatment; and
    - Peer support services.
- Supported employment services has been integrated into peer support services:
    - These services will continue to be provided.
- Not planning to apply for the supportive housing category but allocated $480,000 in the budget for housing barrier removal funds:
    - Assists individuals with expenses like application fees and outstanding utility bills.
- Anticipated four year budget is $14,847,295.90:
    - This includes 25.5 full time equivalent (FTE) including:

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        - Bilingual Screening Specialists;
        - Addiction Treatment Associates;
        - Addiction Recovery Mentors;
        - Behavioral Health Aides (2);
        - Housing Navigator; and
        - Family Support Specialist.
    - New staff will help to meet the growing needs of the community.
- MCHHS will continue working with current BHRN partners and new agencies:
    - This helps ensure comprehensive and accessible care.
- Application will not fund any Community Based Organizations (CBO):
    - Organizations are encouraged to apply on their own.
- Soaring Heights Recovery Homes and Willamette Valley Partners have applied on their own;
- Funds are used for individuals with substance abuse and no Medicaid or other types of insurance:
    - Primary goal is to connect eligible individuals with the Oregon Health Plan (OHP).

**Board Direction:**

- Send the BOC the application;
- Need to see specific reporting of the CBO's work;
- Application should say funds will be used on CBO's who were not successful in getting funds as they benefit the community; and
- Provide scale of positions funded by this and how gaps will be filled if there is not enough funding.

**7. IGA Amendment 11 with OHA for Public Health Adding Program Elements**
**-**Wendy Zieker

***Summary of presentation*:**

- Carries forward eligible unspent funding from the first year of the biennium and appropriates some, previously unknow, federal pass through funding;
- Public Health Emergency Preparedness and Response added funds of $137,446:
    - Adds funds for the remainder of the fiscal year.
- Maternal, Child and Adolescent Health Perinatal General funds and Title XIX added $33,331:
    - Within budget estimates and historical models.
- There are two new program elements:
    - Public Health Emergency Preparedness and Response; and
    - Covid Response Cooperative Agreement for Emergency Response:
        - No funds in this one.
- Acute and Communicable Disease Prevention (ACDP) Infection Prevention Training:
    - Tuberculosis training; and
    - Adds $1,517.82.
- All Marion County Public Health IGA awards are reimbursement based:
    - Reimbursed for only the money spent.

**Board Direction:**

- Send information on the Maternal, Child and Adolescent Health Perinatal General funds and Title XIX program element;
- E-mail information on the Local Public Health Authority (LPHA) Leadership, Governance and Program Implementation; and
- The BOC is good to proceed.

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**8. International Volunteer Managers Day – November 5, 2024**
**-**Sherry Linter
***Summary of presentation*:**
- Done on an annual basis;
- Recognizes volunteer manages;
- A lot of work and time goes into the volunteers;
- There are about 90 Volunteer Managers;
- A thank-you note, and small item of appreciation is sent on behalf of the BOC;
- Open to ideas on other gift items;
- Recipients are direct volunteer supervisors and volunteer on-boarders.

**Board Direction:**
- The BOC will sign the awards.

**9. Resilient Headwaters Coalition Request for a Work Session**
-Lari Rupp
***Summary of presentation*:**
- Marion County Economic Development administers the Emerging Economic Opportunity Program (EEOP) grant:
    - Small one-time investments for various economic development initiatives in the county.
- Last year the BOC directed to give $28,950 for plan development of a regional outdoor recreation system in the North Santiam Canyon:
    - Create jobs and further economic development by helping reopen trails in the canyon and drive economic activity for communities throughout the county.
- Plan was received June 28, 2024;
- They would like a work session to discuss.

**Board Direction:**
- Send link of information to the BOC; and
- Schedule a work session.

**10. Home Buyer Assistance/Homeowner Rehab Report #4**
**-**Steve Dickey
***Summary of presentation*:**
- Home Buyer Assistance Program:
    - In total 10 have received assistance;
    - There are 55 that applied and are waiting;
    - Three more have been provided with down payment assistance:
        - Couple with a two year old child:
            - Home in northeast Salem, outside the city limits;
            - Home price is $370,000; and
            - Received $125,000 in downpayment assistance.
        - Single mom with three teenagers:
            - Lived in a mobile home;
            - Manufactured home in Silverton;
            - Home price is $365,000;
            - Received $125,000 in downpayment assistance; and
            - Received $41,000 from DevNW.
        - Couple in their sixties:

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        - Found home in Jefferson;
        - U.S. Department of Housing and Urban Development (HUD) sale;
        - Waiting on repairs before funds can be given;
        - Home is $325,000; and
        - Received $125,000 in downpayment assistance.
    - Another family is almost ready to place offers.
- Homeowner Rehabilitation Program:
    - There are 14 jobs that have been done;
    - Total of repairs $514,874,41;
    - There are 12 under construction:
        - Totaling $433,991.
    - There are six in the bidding process;
    - There are 56 in the process of applying for the program;
    - There have been six denials:
        - Three for exceeding income limits;
        - Two are inside the city limits of Salem; and
        - One was not an owner occupied home.
- New applications are temporarily suspended as funds are almost all used:
    - Will process applications that have already submitted.
- Home Buyer Assistance Program:
    - This is an up to amount of $125,000;
    - In years one to five it is repaid fully if it is sold or changes owners;
    - Years six to ten $5,000 comes off until it gets to $100,000; and
    - $100,000 stays for the remainder of the 99 year lien.
- Homeowner Rehabilitation Program:
    - In years one to five it is repaid fully if it is sold or changes owners;
    - Years six to ten it goes down 14 percent per year; and
    - After ten years 30 percent of the loan remains as a lien to be repaid.
- Both have zero percent interest;
- All who receive help are citizens of the U.S.;
- Funds that are repaid go back into the program to help other families;
- New builds do not qualify for the Home Buyer Assistance program; and
- Small market shifts opened the door for some to begin looking for homes.

**Board Direction:**

- Will send the detailed spreadsheet to the BOC; and
- Discuss with the BOC if Salem asks to partner with HOME programs.

**11. Board Session Agenda Review**

**-**Commissioner Kevin Cameron

***Summary of presentation*:**

- Remove the IGA with the University of Oregon from the agenda.

**Board Direction:**

- The BOC is good to proceed.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>

**Commissioner Danielle Bethell**

- Hillcrest Youth Correctional Facility tour:
    - Need to discuss if BOC would like to help those with substance abuse; and
    - Beds can be bought for the juvenile department.

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**Commissioner Kevin Cameron**

- Oregon Department of Environmental Quality meeting:
    - Marion County staff, Detroit city council, Mid-Willamette Valley Council of Governments, and Beth Wytoski;
    - Discussed commercial septic in Detroit;
    - Expedited review process for fire effected areas.

**Commissioner Colm Willis**

- Marion County public contracting rules meeting:
    - There will be a follow up meeting.

OTHER

Commissioner Kevin Cameron – Detroit Lake Meeting with the Lunski's

- Ms. Rupp of Community Services and engineer, Josh, joined the meeting;
- Constituents believe the project is a waste of money as boats must be removed at a certain date;
- Lunski's agree with the project;
- Marinas project is going out to bid;
- Going further north of the docks area;
- Need to ensure the county and engineers do not have liability with the docks;
- Engineers are doing a soil excavation project;
- Expansion to the dock area will not add costs to the project;
- Sent thank-you note to the meeting attendees:
    - Included what was discussed.

**Board Direction:**

- The BOC is good with the update.

**Adjourned** – time: 11:15 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

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MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**October 8, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, Danielle Bethell and Colm Willis. Staff: Jan Fritz, Trevor Lane, Shawnnell Fuentes, Jon Heynen, Alvin Klausen, Nick Hunter, Jason Bernards, Mark Ferron, Greg Walsh, Brian Nicholas, Max Hepburn, Dennis Mansfield, Nate Combs, Natasha McVey, Kevin Thompson, Ryan Wade, Ryan Crowther, Chris Eppley, Steve Dickey, Jeremy Landers, Gary Christofferson, Scott Norris, and Stephen Elzinga.

Jan Fritz called the meeting to order at 9:34 a.m.

INFORMATIONAL:

**1. Courthouse Camera Upgrade Project**
-Jeremy Landers

***Summary of presentation*:**

- This will replace current cameras;
- The total amount is $761,383.68;
- Will replace three stand alone systems and consolidate them:
  - New cable and wiring.
- Will bring everything up to standard;
- Current system is over 30 years old;
- Replace panic buttons in the courthouse building and courthouse square;
- The control room will be updated with a sufficient monitoring system;
- This was approved in 2017/2018;
- This is the last facility in the county to be brought to standard;
- No work has been done on the project until this year;
- Most camera projects in the county were done through a cooperative;
- Cooperatives are the simplest route for this:
  - Only specific vendors are qualified in the state of Oregon.
- Project implementation is about five months;
- Coming from the general fund;
- Project placed on hold while Marion County came up with a standard;
- Every campus has Axix now; and
- Axix cameras and software.

**Board Direction:**

- The board of commissioners (BOC) is good to proceed; and
- Get contracting information to Commissioner Bethell.

**2. Letter of Support for Recreational Trail Grant**
-Kevin Thompson

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***Summary of presentation*:**
- Grant is for resorting the North fork Trails after the fires and logging in the area;
- Getting full trail system for increased access;
- The grant $97,700 and match is $24,000 in volunteering staff and in kind;
- The total project is about $122,000;
- The kiosk is wooden will have signage and picnic tables;
- Trying to increase mobility availability by using packed crushed rock;
- Funding is from Oregon Parks and Recreation (OPRD); and
- The grant comes with the restriction that the park must remain a park for 25 years.

**Board Direction:**
- Send letter to Alvin Klausen to use appropriate template; and
- The BOC is good to proceed.

**3. Letter of Support for Oregon Watershed Enhancement Board Restoration Grant**

-Kevin Thompson

***Summary of presentation*:**
- This is for reforestation and replanting work;
- Helps reduce erosion and stabilizes infrastructure;
- Keeps water quality clean;
- Maintain wetland plants for the next few years;
- This is a $720,000 project;
- Grant funding ask is about $531,000;
- Some matching sources:
    - Earmarked $100,000 from Oregon Parks Forever;
    - $10,000 for temporary irrigation; and
    - Staff time.
- Ryan Wade is the project manager.

**Board Direction:**
- The BOC is good to proceed.

**4. Advancing Tax Levies to Small Taxing Districts Pursuant to ORS 311.392**

-Natasha McVey

***Summary of presentation*:**
- Marion County will give the 204 small taxing districts their full budgeted amount in one lump sum instead of monthly:
    - The cost is $75 per check.
- The total amount is $315,000 for the taxing districts;
- These are small lighting districts:
    - Previously there were over 400 districts; and
    - Tom Rohlfing has helped to combine over the years.
- There is three percent taken off if Marion County pays the districts early;
- Marion County loses $10,000; and
- Advanced funds that are then not collected cannot be taken back from the districts.

**Board Direction:**
- The BOC is good to proceed with item in consent; and
- Schedule a work session to further discuss the issues.

**5. Approval of Contract with University of Oregon**

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-Greg Walsh

***Summary of presentation*:**

- Will include Marion County Sheriff's Office (MCSO);
- Important to engage all stakeholders and relevant parties;
- Evacuations are the responsibility of MCSO; and
- Add MCSO into the objectives.

**Board Direction:**

- The BOC is good to proceed; and
- Send the redline version of the contract to the BOC.

**6. Contract Amendment #1 with ODOT to Improve Operations with Wheatland Ferry and Buena Vista Ferry**

**-**Ryan Crowther

***Summary of presentation*:**

- Federal ferry funding;
- Additional ferry funding was received;
- Funds will be used to purchase various parts and equipment for the ferries;
- The grant pays 80 percent, and the county is responsible for 20 percent;
- This agreement will allow to purchase parts to build a catwalk;
- Catwalk helps with access on the towers;
- The project is being designed;
- Previously funds could only be used for capital funds;
- Funds can now be used for maintenance and staffing;
- Yamhill County pays half of the 20 percent for capital projects:
    - Cover half when money is lost.
- Polk County is not involved and ODOT takes care of their portion.

**Board Direction:**

- The BOC is good to proceed.

**7. Capital Futbol Club Cordon Access**

**-**Carl Lund, Max Hepburn

***Summary of presentation*:**

- Discussed CFC leasing the strip of property owned by the fire district;
- It will be a right in and right out only road:
    - Center median of 400 feet.
- The area has a traffic problem;
- The median will not be in front of the fire house;
- Southbound drivers cannot turn left:
    - Terra Gardens may get drivers using the business to turnaround.

**Board Direction:**

- Confirm if Fire Chief is agreeable with the median placement; and
- The BOC is good to proceed.

**8. Contract with the City of Mt. Angel for Reconstruction of Railroad Avenue**

**-**Steve Dickey

***Summary of presentation*:**

- This is the Community Development Block Grant (CDBG) process;
- Provides $500,000 for Railroad Avenue, adjacent sidewalks, and drainage;
- There will be one side parking only;
- Mt. Angel's funding is in place and ready to go; and

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- Project will be complete the end of next spring.

**Board Direction:**

- The BOC is good to proceed on consent.

**9. Facility Condition Assessment of the Reworld Marion Waste-to-Energy Facility**
-Brian Nicholas

***Summary of presentation*:**

- To continue operations and permits going will be $3 million annually;
- Reworld Marion will try to sell or recondition the facility;
- Will take about six months to clean up all chemicals on site;
- Six months may be the sell window;
- Selling the facility for $15 million;
- Reworld will still own the property and be responsible for security;
- Cost to properly access the facility condition is around $500,000;
- Likely to have issues with the facility as the boiler is 38 years old;
- Met with JR May regarding the facility assessment, about potentially running the facility;
- Need to assess the condition of the facility;
- Who can generate electricity and who can make money doing so;
- Facility may not fall under Environmental Health or the Solid Waste sector of MCPW:
    - Something new may be needed.

**Board Direction:**

- Agreement with the MCSO so they are able to patrol the area;
- Analyze who can make funds from generating electricity;
- The BOC is good with the update; and
- The public needs to be made aware of the facility's closure.

**10. FY 2024-2025 First Supplemental Budget**
**-** Daniel Adatto, Zivile Sliosoraite

***Summary of presentation*:**

- The total supplemental budget increased by $24.5 million;
- There is 16 new Full Time Equivalent (FTE):
    - Adding the Cost of Living Adjustment (COLA);
    - Marion County District Attorney Association [previously negotiated a COLA of 3.5 percent; and
    - Marion County Sheriff Sergeant's Association is still bargaining.
- Oregon HB 4002 is budgeted about $810,202 and 7 FTE in the supplemental;
- 16 new FTE:
    - DA's Office is adding two FTE;
    - Marion County Health and Human Services (MCHHS) is adding 3.8 FTE;
    - Human Resources is adding 1 FTE;
    - IT decreased a Support Technician from 1 FTE to .80 FTE; and
    - MSCO adds 10 FTE.
- List of Marion County projects and their status;
- General fund carried forward $2.7 million:
    - Distributed across all operating departments for the COLA;
    - Clerk's Office requested $62,500 for one time postage costs;
    - MCSO increased by $989,613 after market review for Sheriff Deputies:
        - Also outfitted a donated vehicle for $6,288.

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    - Materials and Services decreased by $1.87 million:
        - Resulted in increase of $1.4 million in ARPA revenue replacement funds; and
        - Decrease of $3.2 million to cover COLA within general and other associated funds.
    - Transfers Out increased by $1.3 million:
        - Community services COLA increase coverage of $1.16 million;
        - Juvenile Department dump truck for $114,000; and
        - Parks Fund mover purchase carried forwards for $96,942.
- Central Services Fund:
    - All departments receiving COLA increases totaling $938,634;
    - Surplus sales increase of $7,500; and
    - BOC increase of $2,532 to cover COLA of office specialist position.
- Dog Services decrease of $13,889 in Net Working Capital:
    - Net Working Capital is made of 100 percent donations.
- Will be posted a week after noticing; and
- Expenditures associated with HB 4002 and HB 5204 are detailed in the narratives.

**Board Direction:**

- Want more information on the capital project changes table:
    - Asterick next to general funding sources.
- The BOC is good to proceed.

**11. Commissioners Day**

**-**Jon Heynen

***Summary of presentation*:**

- Commissioners Day to be used as a floating holiday between November 15, 2024, to January 1, 2025.

**Board Direction:**

- The BOC is good to proceed.

**12. Board Session Agenda Review**

**-**Commissioner Danielle Bethell

***Summary of presentation*:**

- Overview of the agenda.

**Board Direction:**

- The BOC is good to proceed.

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<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>

**Commissioner Danielle Bethell**

- N/A

**Commissioner Kevin Cameron**

- N/A

**Commissioner Colm Willis**

- N/A

<u>OTHER</u>

**Adjourned** – time: 11:32 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, October 23, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Jan Fritz, chief administrative officer, Steve Elzinga as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:00 a.m.

*(Video Time 00:01:15)*

## PUBLIC COMMENT

None.

*(Video Time 00:01:39)*

## CONSENT

COMMUNITY SERVICES

1. Approve the Subrecipient Agreement with the City of Mt. Angel to provide Community Development Block Grant (CDBG) funding in the amount of $500,000 to help support the Railroad Avenue Reconstruction Project retroactive to July 1, 2024, through June 30, 2027.

FINANCE

2. Approve an amended quitclaim deed for the private sale of tax foreclosed lot 533053 from Marion County to the Cain Joint Revocable Living Trust.

HUMAN RESOURCES

3. Approve the recommendation to update the classification and adjust the pay grades upward for class codes #433, Mechanic; #434, Fleet Shop Supervisor; #435, Mechanic Senior; #437, Parts Specialist; #438, Fleet Specialist; #540, Environmental Health Specialist 1; and #541, Environmental Health Specialist 2; and update the classification and uphold the pay grades for class codes #184, Data Specialist Senior; #185, Data Specialist; and #539, Environmental Health Specialist 3.

**MOTION:** Commissioner Willis moved for approval of the consent agenda. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.



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*(Video Time 00:03:13)*

## ACTION

INFORMATION TECHNOLOGY

4. Consider approval of the Contract for Services with ConvergeOne, Inc. in the amount of $761,383.68 for the Marion County Courthouse Surveillance System Upgrade project through June 30, 2025. –Commander Jeremy Landers

***Summary of presentation:***

- The camera upgrades at the Marion County Courthouse have been an ongoing project;
- The Contract for Services with ConvergeOne, Inc. is for $761,383.68;
- The project will upgrade the camera infrastructure within the courthouse building;
- Currently there are three standalone systems operating that do not function well together;
- The upgraded surveillance system will bring the cameras up to the county's standard;
- The current surveillance system hardware is 30 years old and has dated technology;
- The upgrade will enhance the video monitoring stations for improved courthouse surveillance; and
- Courthouse security is mandated to the Marion County Sheriff's Office.

***Board discussion:***

- None.

**MOTION:** Commissioner Bethell moved to approve the Contract for Services with ConvergeOne, Inc. in the amount of $761,383.68 for the Marion County Courthouse Surveillance System Upgrade project through June 30, 2025. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:05:26)*

Commissioner Cameron recessed the meeting at 9:05 a.m.
Commissioner Cameron reconvened the meeting at 9:29 a.m.

*(Video Time 00:06:01)*

## PUBLIC HEARINGS
## 9:30 A.M.

FINANCE

A. Public hearing to consider adopting the Fiscal Year 2024-25 First Supplemental Budget. –Daniel Adatto

***Summary of presentation:***

- The public hearing is to consider the Fiscal Year 2024-25 First Supplemental Budget;
- The total budget is increasing by $24.5 million with a new total of $757.3 million;
- Appropriations increased by $16.9 million;



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- There were 16.6 Full Time Equivalents (FTE) positions added:
    - The county has a total of 1,675 FTE's.
- A Cost Of Living Adjustment (COLA) has been added to the budget:
    - COLA adjustments for five Collective Bargaining Agreements (CBA) were not included due to ongoing negotiations with unions; and
    - Funds were set aside in the county's budget to be reallocated to the individual department budgets during the first supplemental budget.
- The budget includes a four percent COLA adjustment for the following units:
    - Oregon Nursing Association (ONA);
    - Marion County Law Enforcement Association (MCLEA);
    - Marion County Employees Association (MCEA);
    - Federation of Parole and Probation Officers (FOPPO);
    - Marion County Juvenile Employees Association (MCJEA); and
    - All other non-represented units.
- Oregon House Bill (HB) 4002 funds were allocated to the budget;
- HB 4002 provided the following:
    - Reclassified certain drug violations as misdemeanors; and
    - Funding for deflection and addiction treatment programs.
- Marion County received approximately $1.4 million for the initiatives in 2024;
- The county is utilizing HB 4002 funds to support diversion services for the following:
    - The Marion County District Attorney's Office received $207,000 to fund two full time positions;
    - Marion County Health and Human Services (MCHHS) received $96,000 to fund one full time position; and
    - The Marion County Sheriff's Office (MCSO) received $506,000 to fund four full time positions.
- Other staffing changes include:
    - MCHHS receive 2.8 full time positions for the following:
        - Mental health and administrative staff; and
        - A senior project manager to assist with the Enterprise Resource Planning (ERP) replacement project.
    - Marion County Information Technology reduced FTE by 0.2 for support technicians; and
    - MCSO is adding six parole and probation deputy positions.
- Net Working Capital was adjusted to actual for all funds with carry forward balances;
- Capital Improvement Projects changed to reflect the status of one of the following:
    - Carry forward;
    - Modified;
    - Completed in the prior year; or
    - New.
- The supplemental budget was discussed in detail at a Management Update meeting; and
- The public hearing was noticed in the following:



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- The Woodburn Independent newspaper;
- The Marion County Board of Commissioners Office; and
- The Marion County Finance website page.

***Board discussion:***

- Carry forward when it is a positive number means that any unspent funds that were appropriated for a project in the last budget will carry forward to the new budget;
- A negative number can entail the following:
  - An estimate is made during the budget development period;
  - An estimate is made for how much of a project will remain uncompleted;
  - The estimate is reviewed and adjusted during the supplemental budget period; and
  - If more funding was budgeted for a project, then what was needed, then the project budget is negatively reduced.
- The county does not typically amend a budget downward in the year that it is budgeted for:
  - If a project is completed that has funding left over, then funding is carried forward.
- Many Capital Projects are multiple year projects:
  - A Capital Project can be reflected in multiple budgets.
- If a modification is needed, then what is driving the change is stated in the budget;
- No one signed up for public comment; and
- The budget breaks down the county departments that are receiving funding for HB 4002.

**MOTION:** Commissioner Cameron moved to close the public hearing and approve a resolution to adopt the Fiscal Year 2024-25 First Supplemental Budget. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

Commissioner Cameron closed the public hearing.

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**ACTION**

FINANCE

5. Consider approval of a resolution to adopt the Fiscal Year 2024-25 First Supplemental Budget. **(TO BE ACTED ON FOLLOWING THE PUBLIC HEARING)** –Daniel Adatto

**MOTION:** Commissioner Cameron moved to approve a resolution to adopt the Fiscal Year 2024-25 First Supplemental Budget. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

Commissioner Cameron adjourned the meeting at 9:44 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

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**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**October 1, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, Danielle Bethell, and Colm Willis. Staff: Jan Fritz, Shawnnell Fuentes, Jon Heynen, Andrew Derschon, Nick Hunter, Matt Wilkinson, Troy Gregg, Justin Sparrow, Scott Wilson, Carol Heard, Leanna Linville, Chris Einmo, Ausin Barnes, John Speckman, Brian Nicholas, Brandon Reich, Sherry Linter, Chris Eppley, Steve Dickey, Kellie Weese, Lari Rupp, Gary Christofferson, Jacob Ramsey, Brian Wallace, Scott Norris, Matt Lawyer, and Trevor Lane.

Kevin Cameron called the meeting to order at 10:00 a.m.

INFORMATIONAL:

**1. Livescan Replacement for Addition to IT's List of Business Initiatives**
-Jacob Ramsey, Brian Wallace
***Summary of presentation*:**

- The jail and Concealed Handgun Licensing (CHL) to purchase digital fingerprint stations for $42,130;
- The jail uses them for criminal bookings and charges:
  - They are sent to the state police.
- Used to issue CHL permits;
- Grant through Oregon State Police to purchase both scanners:
  - The county will pay 10 percent.
- The vendor is DataWorks Plus:
  - Have had a continual contract with them; and
  - Support devices very well.

**Board Direction:**

- The board of commissioners (BOC) is good to proceed.

**2. Automated License Plate Readers**
-Jason Bernards
***Summary of presentation*:**

- Adding readers into Marion County jurisdictions;
- Work with Salem and Keizer Police Departments, who have 16 cameras each;
- Cameras are used for investigative purposes;
- Will be paid by the Justice Assistance Grant (JAG);
- Total cost will be $9,795:
  - Cost of four cameras, their software, other equipment, and a monthly subscription fee.
- Installation will be done by Marion County;
- The cameras are run through the city of Salem's server;

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- Readers are mounted on street poles and Salem's fiber is used;
- Placed in high crime areas:
    - Addressing shootings and other violent crimes.
- Use scanner to see what vehicles are in the area during violent crimes;
- Placed in public view;
- Brought to the BOC before applying for the grant;
- Grant covers $10,782;
- No cost to IT as it is stored on Salem's server and ran on their lines;
- This allows a larger area to be covered;
- The grant provides the capital for start of this project;
- Salem received grants to build a server to store information:
    - Willing to host at no cost.
- Would like to make this a countywide concept;
- Systems costs would be greater if Marion County did it on its own;
- Memorandum of Understanding (MOU) draft with Salem and Keizer:
    - Marion County is not part of it yet as it owns no hardware.
- Salem, Keizer and Marion County will have their own Rekor accounts:
    - All can access the same information.
- Salem can pull out and Marion County's system will not work; and
- District Attorney is aware as Salem and Keizer are currently using this.

**Board Direction:**

- Send MOU to BOC;
- Bring the contract from the camera company; and
- IT would like MOU and contract copies.

**3. PO Consideration for 4 Ford Trucks from Northside Ford**

-Jeniffer Scales, Scott Wilson

***Summary of presentation*:**

- A single truck is for the Marion County Juvenile Department:
    - Current truck is about 20 years old; and
    - Repairs are needed and a replacement is recommended.
- The other three trucks are for Marion County Public Works (MCPW):
    - F550 will replace a 12 year old truck for the bridge crew;
    - F450 will replace a 25 year old truck; and
    - F350 will replace a 20 year old truck and will be assigned to Salem district.
- All trucks have exceeded their useful life:
    - They are used year-round to support various road work and maintenance.
- The total amount is $307,585.62;
- Many vehicle and equipment purchases are coming in because it is the start of the fiscal year:
    - Quotes and other information is gathered at this time; and
    - Last fall the same process happened.
- Light duty fleet uses the Mercury Program, a financial model assessing vehicles:
    - Determines the financial breakeven point of vehicles:
        - Sell when it still has a high resale value; and
        - Buy vehicles when maintenance costs are lowest.
- Heavy duty fleet vehicles are replaced depending on the amount of time a vehicle spends on the deadline, the liability and how often it is fixed;
- F450's and F350's are great utility trucks that do not require Commercial Driver's License (CDL);

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- The 130 fund is the road fund;
- Currently going through a fleet audit process:
    - Consultant is overviewing;
    - Mercury Study is over 20 years old; and
    - Looking into a new study.
- The following items are looked at when determining replacement:
    - Vehicle age;
    - Depreciation;
    - Repair costs; and
    - Parts availability.
- Juvenile Department's truck delivered wood during the ice storms.

**Board Direction:**

- Further discussion on how the vehicles purchases are determined; and
- Send analysis metrics to the BOC.

**4. North Santiam Septic to Sewer Grant – Commercial Septic Exceeding $100,000**

-Chris Einmo

***Summary of presentation*:**

- First grants of the program that will be coming to board session;
- The total estimated cost is $125,374;
- Grant process was implemented last year:
    - Permitting process determines what is needed;
    - Property owner solicits bids from contractors;
    - Work done, according to permit; and
    - Receive reimbursement checks.
- Grant is for Lakeview RV Park on the northeast side of Highway 22:
    - Serves about 14 to 18 RV spots.
- The spots are connected to multiple tanks, given treatment and discharged;
- The owner has obtained three bidders;
- A few others have already been executed as they were under $50,000:
    - Signed by MCPW director, Brian Nicholas.
- The system is for under 2,500 gallons a day.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**5. FEMA Endangered Species Act Pre-Implementation Measures**

-Brandon Reich

***Summary of presentation*:**

- FEMA is expediating process as there was a lawsuit that stated they were moving too slowly;
- Marion County has until December 1, 2024, to choose a path forward;
- Marion County, the governor, and congress have pushed back:
    - FEMA has not responded to this pushback.
- There are four pathways:
    - Two of them are unrealistic and the other two are possible.
- Will default to the permit by permit option:
    - Habitat assessment will be needed for each permit.
- The other feasible path is FEMA's model ordinance;
- January 31, 2025, will be when data needs to be collected:

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    - Floodplain quality and function; and
    - Areas removed and added.
- Next year this data will be required for every permit;
- If this is not done compliance will begin:
    - Visit, audit, and offer help.
- If not followed it will lead to eventual suspension of the National Floodplain Insurance:
    - Following or not homeowners will be harmed.
- Oregonians for Floodplain Protection group is looking for possible litigation:
    - Think it will be several years until FEMA did anything;
    - Looking to raise money for this; and
    - Tillamook County is taking lead.
- FEMA is motivated by the lawsuits and not excited about the updates;
- Association of Oregon Counties is working on this;
- Attended training and conferences;
- Have codes that are ready for implementation;
- Will begin collecting needed floodplain data;
- Can update, with Legal Counsel's help, the disclaimer on the floodplain permits:
    - Disclaimer was placed after receiving FEMA's letter eight years ago; and
    - No action was taken by FEMA at that time.
- Will connect Legal Counsel with the Oregonians for Floodplain Protection group's lawyer.

**Board Direction:**

- The BOC is good to proceed; and
- Continue to attend meetings.

**6. Behavioral Health Resource Network Request for Grant Application**

**-**Ryan Matthews

***Summary of presentation*:**

- This is for the 2025-2029 funding cycle of BHRN;
- Funding from Measure 110 aims to support comprehensive community based services like substance use disorder screening, treatment, and recovery support;
- Marion County Health and Humam Services (MCHHS) will apply for funding to begin July 2025 and continue until June 2029;
- The grant application is different from the 2022 version:
    - Encourages organizations to apply independently instead of as a regional group.
- Some of the categories that MCHHS will be applying for are as follows:
    - Substance use disorder screening;
    - Comprehensive behavioral health needs assessment;
    - Substance use disorder treatment; and
    - Peer support services.
- Supported employment services has been integrated into peer support services:
    - These services will continue to be provided.
- Not planning to apply for the supportive housing category but allocated $480,000 in the budget for housing barrier removal funds:
    - Assists individuals with expenses like application fees and outstanding utility bills.
- Anticipated four year budget is $14,847,295.90:
    - This includes 25.5 full time equivalent (FTE) including:

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        - Bilingual Screening Specialists;
        - Addiction Treatment Associates;
        - Addiction Recovery Mentors;
        - Behavioral Health Aides (2);
        - Housing Navigator; and
        - Family Support Specialist.
    - New staff will help to meet the growing needs of the community.
- MCHHS will continue working with current BHRN partners and new agencies:
    - This helps ensure comprehensive and accessible care.
- Application will not fund any Community Based Organizations (CBO):
    - Organizations are encouraged to apply on their own.
- Soaring Heights Recovery Homes and Willamette Valley Partners have applied on their own;
- Funds are used for individuals with substance abuse and no Medicaid or other types of insurance:
    - Primary goal is to connect eligible individuals with the Oregon Health Plan (OHP).

**Board Direction:**

- Send the BOC the application;
- Need to see specific reporting of the CBO's work;
- Application should say funds will be used on CBO's who were not successful in getting funds as they benefit the community; and
- Provide scale of positions funded by this and how gaps will be filled if there is not enough funding.

**7. IGA Amendment 11 with OHA for Public Health Adding Program Elements**
**-**Wendy Zieker

***Summary of presentation*:**

- Carries forward eligible unspent funding from the first year of the biennium and appropriates some, previously unknow, federal pass through funding;
- Public Health Emergency Preparedness and Response added funds of $137,446:
    - Adds funds for the remainder of the fiscal year.
- Maternal, Child and Adolescent Health Perinatal General funds and Title XIX added $33,331:
    - Within budget estimates and historical models.
- There are two new program elements:
    - Public Health Emergency Preparedness and Response; and
    - Covid Response Cooperative Agreement for Emergency Response:
        - No funds in this one.
- Acute and Communicable Disease Prevention (ACDP) Infection Prevention Training:
    - Tuberculosis training; and
    - Adds $1,517.82.
- All Marion County Public Health IGA awards are reimbursement based:
    - Reimbursed for only the money spent.

**Board Direction:**

- Send information on the Maternal, Child and Adolescent Health Perinatal General funds and Title XIX program element;
- E-mail information on the Local Public Health Authority (LPHA) Leadership, Governance and Program Implementation; and
- The BOC is good to proceed.

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**8. International Volunteer Managers Day – November 5, 2024**
**-**Sherry Linter
***Summary of presentation*:**
- Done on an annual basis;
- Recognizes volunteer manages;
- A lot of work and time goes into the volunteers;
- There are about 90 Volunteer Managers;
- A thank-you note, and small item of appreciation is sent on behalf of the BOC;
- Open to ideas on other gift items;
- Recipients are direct volunteer supervisors and volunteer on-boarders.

**Board Direction:**
- The BOC will sign the awards.

**9. Resilient Headwaters Coalition Request for a Work Session**
-Lari Rupp
***Summary of presentation*:**
- Marion County Economic Development administers the Emerging Economic Opportunity Program (EEOP) grant:
    - Small one-time investments for various economic development initiatives in the county.
- Last year the BOC directed to give $28,950 for plan development of a regional outdoor recreation system in the North Santiam Canyon:
    - Create jobs and further economic development by helping reopen trails in the canyon and drive economic activity for communities throughout the county.
- Plan was received June 28, 2024;
- They would like a work session to discuss.

**Board Direction:**
- Send link of information to the BOC; and
- Schedule a work session.

**10. Home Buyer Assistance/Homeowner Rehab Report #4**
**-**Steve Dickey
***Summary of presentation*:**
- Home Buyer Assistance Program:
    - In total 10 have received assistance;
    - There are 55 that applied and are waiting;
    - Three more have been provided with down payment assistance:
        - Couple with a two year old child:
            - Home in northeast Salem, outside the city limits;
            - Home price is $370,000; and
            - Received $125,000 in downpayment assistance.
        - Single mom with three teenagers:
            - Lived in a mobile home;
            - Manufactured home in Silverton;
            - Home price is $365,000;
            - Received $125,000 in downpayment assistance; and
            - Received $41,000 from DevNW.
        - Couple in their sixties:

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        - Found home in Jefferson;
        - U.S. Department of Housing and Urban Development (HUD) sale;
        - Waiting on repairs before funds can be given;
        - Home is $325,000; and
        - Received $125,000 in downpayment assistance.
    - Another family is almost ready to place offers.
- Homeowner Rehabilitation Program:
    - There are 14 jobs that have been done;
    - Total of repairs $514,874,41;
    - There are 12 under construction:
        - Totaling $433,991.
    - There are six in the bidding process;
    - There are 56 in the process of applying for the program;
    - There have been six denials:
        - Three for exceeding income limits;
        - Two are inside the city limits of Salem; and
        - One was not an owner occupied home.
- New applications are temporarily suspended as funds are almost all used:
    - Will process applications that have already submitted.
- Home Buyer Assistance Program:
    - This is an up to amount of $125,000;
    - In years one to five it is repaid fully if it is sold or changes owners;
    - Years six to ten $5,000 comes off until it gets to $100,000; and
    - $100,000 stays for the remainder of the 99 year lien.
- Homeowner Rehabilitation Program:
    - In years one to five it is repaid fully if it is sold or changes owners;
    - Years six to ten it goes down 14 percent per year; and
    - After ten years 30 percent of the loan remains as a lien to be repaid.
- Both have zero percent interest;
- All who receive help are citizens of the U.S.;
- Funds that are repaid go back into the program to help other families;
- New builds do not qualify for the Home Buyer Assistance program; and
- Small market shifts opened the door for some to begin looking for homes.

**Board Direction:**

- Will send the detailed spreadsheet to the BOC; and
- Discuss with the BOC if Salem asks to partner with HOME programs.

**11. Board Session Agenda Review**

**-**Commissioner Kevin Cameron

***Summary of presentation*:**

- Remove the IGA with the University of Oregon from the agenda.

**Board Direction:**

- The BOC is good to proceed.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>

**Commissioner Danielle Bethell**

- Hillcrest Youth Correctional Facility tour:
    - Need to discuss if BOC would like to help those with substance abuse; and
    - Beds can be bought for the juvenile department.

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**Commissioner Kevin Cameron**

- Oregon Department of Environmental Quality meeting:
    - Marion County staff, Detroit city council, Mid-Willamette Valley Council of Governments, and Beth Wytoski;
    - Discussed commercial septic in Detroit;
    - Expedited review process for fire effected areas.

**Commissioner Colm Willis**

- Marion County public contracting rules meeting:
    - There will be a follow up meeting.

OTHER

Commissioner Kevin Cameron – Detroit Lake Meeting with the Lunski's

- Ms. Rupp of Community Services and engineer, Josh, joined the meeting;
- Constituents believe the project is a waste of money as boats must be removed at a certain date;
- Lunski's agree with the project;
- Marinas project is going out to bid;
- Going further north of the docks area;
- Need to ensure the county and engineers do not have liability with the docks;
- Engineers are doing a soil excavation project;
- Expansion to the dock area will not add costs to the project;
- Sent thank-you note to the meeting attendees:
    - Included what was discussed.

**Board Direction:**

- The BOC is good with the update.

**Adjourned** – time: 11:15 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

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MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**October 29, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Colm Willis, Kevin Cameron, and Danielle Bethell.
**Board's Office:** Jan Fritz, Matt Lawyer, Trevor Lane, Shawnnell Fuentes, Jon Heynen, Alvin Klausen, and Chris Eppley.
**Legal Counsel:** Steve Elzinga.
**Public Works:** Chris Einmo and Brian Nicholas.
**Business Services:** Wesley Miller and Terry Stoner.
**Community Services:** Sheila Roberts, Steve Dickey, and Kelli Weese.
**Health and Human Services:** Ryan Matthews.

**Discussion Items:**

**Public Works Roof Replacement**
- Discussed the need to replace the roof of Building 13 at the Silverton Road campus due to leaks and multiple repairs.
- The new roof will not include skylights and will be awarded to Garland Contract with the lowest bid of $194,806.
- The new roof will come with a 30-year labor and material warranty.

**Community Service District Reallocation**
- Discussed the reallocation of funds from a wastewater project to water projects for the Brooks community service district.
- Explained the need to move the focus to water due to identified critical needs and adequate capacity in the wastewater system.
- Proposed keeping $500,000 in the wastewater budget and moving the rest to water projects.

**Pacific Source Provider Agreement Negotiations**
- Discussed the annual renewal of the Pacific Source provider agreement and the need to negotiate a new rate for the next contract.
- The current contract ends on December 31, and the new proposal requests $12.81 per Medicaid member per month.
- The previous year's negotiations resulted in a 1.9% COLA, leading to a rate of $10.27 per member per month.
- The new proposal aims to address rising costs, increased medical benefits, and additional capacity needs.

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**Public Hearing and Action for HUD, CDBG, and HOME Funds**

- Discussed the administrative process of managing federal funds and the need to reallocate unused funds.
- $250,000 from the year one CDBG set aside for Habitat for Humanity will be moved to home buyer assistance.
- An additional $250,000 will be added to the Mount Angel street improvement project, bringing the total to $500,000.
- The public hearing for these reallocations will be held tomorrow.

**Grant Agreements for Community Projects**

- Several grant agreements for community projects, including:
    - Church at the Park for commercial kitchen equipment and a meal delivery vehicle.
    - Silverton Area Community Resource Center to complete renovations.
    - Crossroads Communities to provide services in rural areas, focusing on homeless individuals.

**Other**

- Discussed the Veterans Day proclamation and coordination with VFW and department heads.
- Provided updates on initiatives related to juvenile substance use disorder, an OSHA rule affecting farm worker housing, and the status of Opal Creek and renewable energy credit bills.
- Discussed the Homeless Alliance, the sheriff's banquet, public safety and community engagement efforts.

**Action Items**

- Verify the exhibit details for the Church at the Park project.
- Follow up with the Silverton Area Community Resource Center on their funding gap.
- Obtain a scope of work and budget from Crossroads Communities for their rural household services contract.
- Schedule a meeting with Crossroads Communities to discuss their service plan.
- Follow up with Representative Kramer to introduce a house version of the renewable energy credit bill.
- Coordinate a work session with the Sheriff's Office to discuss the gun violence study.

**Adjourned** – time: 10:22 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

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BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, October 30, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Steve Elzinga as county counsel and Brenda Koenig as recorder.

ABSENT: Jan Fritz, chief administrative officer

Commissioner Cameron called the meeting to order at 9:04 a.m.
Commissioner Bethell arrived at 9:06 a.m.

*(Video Time 00:00:59)*

## PUBLIC COMMENT

None.

*(Video Time 00:01:02)*

## PRESENTATION

1. Youth Employment Grant Program Biannual Report. –Kelli Weese; Kim Parker-Llerenas and Dean Craig, Willamette Workforce Partnership

***Summary of presentation:***

- Annual allocation of $60,000;
- Project did not start at the beginning of summer because of contract issues;
- There were 19 businesses who applied:
    - Collectively proposed to hire 53 youth;
    - There were nine different Marion County communities;
    - There were eight different business categories; and
    - With an average of 13 employees.
- There were 24 youths that competed the Oregon Employability survey:
    - Need to figure out how to help youth understand the survey correctly.
- There were four businesses that were reimbursed;
- Youth follow-up will begin in November;
- The survey has 10 topics and 25 questions in total;

- Emailed hundreds of Marion County businesses;
- Often shared on social media outlets:
  - As did the county.
- Partner organizations shared in emails and social media platforms:
  - SEDCOR;
  - Chambers of Commerce;
  - North Marion Business Alliance;
  - Latino Business Alliance; and
  - Be Blac Foundation.
- Best response was word of mouth;
- Beginning the 2025 summer work campaign in April:
  - Will target businesses and schools.
- Some challenges include:
  - Not promoting in schools because of the late start;
  - Several businesses were interested but outreach was too late; and
  - Slow to get youth to complete the survey.
- Reimbursed $2,758.20 and 557.04 hours; and
- This can be promoted year-round.

***Board discussion:***

- Commissioner Bethell expressed the following:
  - Youth do not use the words that are part of the survey, so they have difficulty understanding;
  - Asking the same questions in the beginning and end can help show how skills have grown;
  - Challenge school districts to figure out the issues;
  - Employers have extra required steps when hiring through this and it is complicated; and
  - The board's office to help with advertising this program.
- Commissioner Cameron expressed the following:
  - Can be shown as a credit to labor costs instead of revenue.

*(Video Time 00:20:13)*

2. Strategic Economic Development Corporation (SEDCOR) of the Mid-Willamette Valley Quarterly Report. –Kelli Weese; Erik Andersson and Kip Morris, SEDCOR

***Summary of presentation:***

- The goal is to grow, retain and attract high value jobs and capital investment;
- There were 25 business visits this quarter;
- Introduced Agility Robotics to a few suppliers;
- Cascade Fruit Growers is looking to expand in the next three to five years;
- Hazelnut Growers of Oregon closed, and Northwest Hazelnut Company moved in:



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    - See various opportunities for growth and working with various companies; and
    - The region produces 99 percent of hazelnuts to the United States.
- Oregon Mining & Agriculture Fabrication is discussing relocating and/or expanding;
- GK Machine is expanding and purchasing equipment;
- Chromo24:
    - European based E-commerce business;
    - Tailored to high end watches;
    - Looking for west coast operation locations;
    - Liked the Willamette Valley; and
    - About 30 to 50 call center jobs.
- Sunshine Produce:
    - Chinese company processing pumpkin seeds;
    - Diversifying their supply chain;
    - Pleased with the pumpkin growth in the region; and
    - Require 32-foot clearance buildings.
- City of Silverton:
    - Create a business retention expansion program; and
    - Working with Willamette Workforce Partnership.
- Latino Microenterprise Development Program:
    - Planning next Marion County cohort.
- Launch Mid-Valley Regional Innovation Hub:
    - Business Oregon awarded $270,000;
    - Launch Mid-Valley Coffee Clubs;
    - Funded a Navigator position;
    - Pitch Willamette event; and
    - Food and beverage pop-up marketplace.
- North Marion Business Service Alliance:
    - Heavily involved with Woodburn;
    - Identifying what services business need help with; and
    - Business Retention and Expansion (BRE) survey.
- AgTech Roundtable with SBA Administrator Guzman:
    - Panel of businesses from the region.
- Marion County has had a 160 percent increase in new business startups according to the Oregon Employment Department;
- Warehouse & Distribution Roundtable Gap Analysis:
    - Help fill jobs that are available; and
    - Presented it to Chemeketa Community College.
- SEDCOR construction project:
    - Gilbert project in the works; and
    - Collaborate with the city to go forward.
- Workforce housing employer roundtables:
    - Working with Council of Governments; and

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    - Will recreate in Marion County.
- Constantly visiting businesses;
- Visit various committee meetings because of collaborations;
- There are various events happening in the next couple months; and
- Want the region to be known as the following:
    - A great place to start and grow a business;
    - An equitable and inclusive business community; and
    - A region with strengths in agriculture, food production, manufacturing and technology.

***Board discussion:***

- Commissioner Bethell stated the following:
    - Marion County gave covid relief funds to county business for relief;
    - Businesses became more interested in working in Marion County;
    - Marion County works hard to keep businesses going; and
    - Interested in the workforce housing roundtables.
- Commissioner Willis stated the following:
    - The covid crisis was tense and the board realized funds had to be distributed;
    - About 800 applications were received and Jan Fritz agreed to help;
    - The board's office worked together to help everyone; and
    - Businesses needed the help to stay open.

*(Video Time 00:51:54)*

**CONSENT**

CLERKS OFFICE

3. Approve Amendment #2 to the Contract for Services with Lynx Group, Inc., to add $216,000 for a new not-to-exceed contract total of $716,000, and extend the term date to December 31, 2025, for ballot printing services for Marion County's 2024 general elections and anticipated elections in 2025.

**MOTION:** Commissioner Bethell moved for approval of the consent agenda. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

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*(Video Time 00:52:57)*

**ACTION**

HEALTH AND HUMAN SERVICES

4. Consider approval of Amendment #2 to the Contract for Services with Caroline Grady Castillo to add $100,000 for a new not-to-exceed contract total of $800,000 to provide medical director services for Marion County's Public Health Program and serve as a health officer through December 31, 2025. –Wendy Zieker

***Summary of presentation:***

- Dr. Castillo is working on a couple population-based health initiatives as well as her other duties.

***Board discussion:***

- None.

> **MOTION:** Commissioner Willis moved to approve Amendment #2 to the Contract for Services with Caroline Grady Castillo to add $100,000 for a new not-to-exceed contract total of $800,000 to provide medical director services for Marion County's Public Health Program and serve as a health officer through December 31, 2025. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:54:46)*

5. Consider approval of Amendment #12 to the incoming funds Intergovernmental Agreement with the Oregon Health Authority (OHA) to add $255,833.46 for the following Program Elements (PE), for a new contract total of $16,191,083.95, effective August 1, 2024, through June 30, 2025:

- PE07, HIV Prevention Services, in the amount of $151,971.46; and
- PE43-01, Public Health Practice (PHP) – Immunization Services, in the amount of $103,862.

–Wendy Zieker

***Summary of presentation:***

- The original contract was budgeted for one month:
    - This change reflects a full year which is in line with what the Oregon Health Authority (OHA) awarded Marion County.

***Board discussion:***

- The contract was discussed in detail at a prior meeting.

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**Motion:** Commissioner Bethell moved to approve Amendment #12 to the incoming funds Intergovernmental Agreement with the Oregon Health Authority (OHA) to add $255,833.46 for the following Program Elements (PE), for a new contract total of $16,191,083.95, effective August 1, 2024, through June 30, 2025: PE07, HIV Prevention Services, in the amount of $151,971.46; and PE43-01, Public Health Practice (PHP) – Immunization Services, in the amount of $103.862. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:57:06)*

PUBLIC WORKS

6. Consider approval of the Purchase and Sale Agreement between Marion County and Donna J. Berning, Trustee of the Lucas Joint Revocable Living Trust, and Scott J. Baughman and Shelley J. Baughman, that utilizes federal American Rescue Plan Act (ARPA) funding in the amount of $1,639,000, for the purchase of a 12.25-acre portion of Tax Lot 09S03E32 00100, located in Linn County, Oregon, for the North Santiam Canyon Sewer Project. –Chris Einmo

***Summary of presentation:***

- Negotiated with the landowners to divide their land into four pieces:
  - The Mill City wastewater treatment facility and access road will use two portions.
- The project will be 100 percent funded with federal American Rescue Plan Act (ARPA) funds;
- Part of an agreement signed with Business Oregon;
- Marion County will construct the facility and Mill City will own and run it;
- Facility will serve Gates and Mill City;
- About 20 to 25 sites were assessed:
  - Between Mill City and Gates;
  - There were five candidates;
  - Shallow test pits and percolation was done;
  - Deep soil drilling and groundwater monitoring was done; and
  - Sites further from the river were non-viable because of subsurface characteristics.
- The site is on Fairview Street;
- All facility components and expansion opportunities are in one place;
- Trees will surround the facility;
- The facility will be about 10 acres;
- About two acres will be given to Linn County as a right-of-way:
  - They will vacate existing Fairview right-of-way to be part of the site.
- Fairview Street alignment will be done to city and county standards;
- The new street will provide access and wet/dry utilities to the facility;
- Soil testing was performed on multiple sites; and
- The purchase timeline entails the following:
  - As soon as land is purchased there will be immediate site access;



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- NEPA clearance and hydrogeological testing will continue;
- County to purchase and take possession within 45 days;
- Develop Fairview Street in early spring of 2025; and
- Site civil development around May or June of 2025.

***Board discussion:***

- Taking major equipment through the road needs to be avoided and give the least amount of disruptions; and
- Each road to the site will go past homeowners and it can't really be avoided.

**MOTION:** Commissioner Willis moved to approve the Purchase and Sale Agreement between Marion County and Donna J. Berning, Trustee of the Lucas Joint Revocable Living Trust, and Scott J. Baughman and Shelley J. Baughman, that utilizes federal American Rescue Plan Act (ARPA) funding in the amount of $1,639,000, for the purchase of a 12.25-acre portion of Tax Lot 09S03E32 00100, located in Linn County, Oregon, for the North Santiam Canyon Sewer Project. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 01:09:22)*

**PUBLIC HEARINGS**
**9:30 A.M.**

COMMUNITY SERVICES

A. Public hearing to consider Substantial Amendment #1 to the fiscal year 2022-2023 Annual Action Plan under the federal Community Development Block Grant (CDBG) and the HOME Investment Partnerships programs to reallocate funds from projects that have been canceled. – Steve Dickey

***Summary of presentation:***

- Any new action plan activity or cancelled activity requires a public hearing;
- There is a 30-day public comment period before the public hearing date:
  - No public comment was received.
- No one signed up for public comment;
- Change to the action plan include:
  - Removing $150,000 from Habitat for Humanity as a new source was found;
  - Removing $406,957 from Mill City's housing project as it did not take place;
  - Adding $250,000 to the homebuyer assistance program;
  - Adding $207,636 for the Mt. Angel Street Improvement project; and
  - Adding $199,321 for the homeowner rehabilitation program.

***Board discussion:***

- Amendment #1 was discussed in detail at a prior meeting; and

- This renewal process for the action plan is beginning next year.

Commissioner Cameron closed the public hearing.

*(Video Time 01:12:22)*

**ACTION**

COMMUNITY SERVICES

7. Consider a resolution approving Substantial Amendment #1 to the fiscal year 2022-2023 Annual Action Plan under the federal Community Development Block Grant (CDBG) and the HOME Investment Partnerships programs to reallocate funds from projects that have been canceled. **(TO BE ACTED ON FOLLOWING THE PUBLIC HEARING)** –Steve Dickey

> **MOTION:** Commissioner Bethell moved to approve a resolution approving Substantial Amendment #1 to the fiscal year 2022-2023 Annual Action Plan under the federal Community Development Block Grant (CDBG) and the HOME Investment Partnerships programs to reallocate funds from projects that have been canceled. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 01:23:40)*

Commissioner Cameron adjourned the meeting at 10:27 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

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**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

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BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, November 6, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Jan Fritz, chief administrative officer, Steve Elzinga and Scott Norris as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:00 a.m.
Commissioner Willis arrived at 9:09 a.m.

*(Video Time 00:05:48)*

**PROCLAMATION**

BOARD OF COMMISSIONERS – Action

1. Consider approval of a proclamation recognizing Marion County as a Purple Heart County and declaring November 6, 2024, through November 11, 2024, as Green Light for Veterans week in Marion County. –Alvin Klausen

***Summary of presentation:***

- Marion County is grateful to its 19,000 veterans and the sacrifices that they made;
- Honored of Marion County employees that are veterans and continue to give back to the community;
- The county supports veterans by collaborating with partners that help veterans; and
- This is a time of remembrance and appreciation.

***Board discussion:***

- Commissioner Cameron stated the following:
  - What veterans have done for this nation is amazing; and
  - He joined service into politics to give back to the citizens and the nation.
- Commissioner Bethell stated the following:
  - Veteran's housing, like Courtney's Place, is something that needs to continue to happen in the community;
  - Thankful to everyone that made it happen; and
  - Everyone can participate by thanking a veteran and changing their lights to green for the month of November.

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**MOTION:** Commissioner Bethell moved to approve a proclamation recognizing Marion County as a Purple Heart County and declaring November 6, 2024, through November 11, 2024, as Green Light for Veterans week in Marion County. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

The commissioners read the proclamation.

*(Video Time 00:22:01)*

## PUBLIC COMMENT

None.

*(Video Time 00:22:04)*

## PRESENTATION

2. 2024 Project Joy Fundraiser kickoff. –Kathy Bolen and Erin Hampton, Project Joy

***Summary of presentation:***

- The fundraiser kicks off on November 18, 2024, until December 6, 2024;
- There has been an increase in the number of youths in the foster care system;
- In the year 2023:
    - There were 495 kids in foster care;
    - 62 percent are under the age of 12; and
    - The average stay is 18 months.
- There is no extra funding to provide kids gifts for Christmas and Project Joy helps fill this gap;
- Last year Marion County employees provided the following:
    - Helped 61 families and 178 kids;
    - Gave 362 gifts; and
    - Provided $8,865.
- Gifts will be collected on December 9 and 10;
- Donations can be sent to 555 Court Street NE Suits 4250 Salem, OR 97309;
- Currently 615 kids submitted applications to receive a gift;
- The Brother's Collection is taking place December 8, 2024;
- An after-school event took place with the Marion County Sheriff's Office participating:
    - Teens and deputies enjoyed hamburgers together.
- There are a lot more children with disabilities that are participating; and
- Project Joy appreciates the county and Ms. Bolen's help.

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***Board discussion:***

- Working with local and state partners to ensure that the time youth spend in foster care is shortened;
- Reuniting families is something the county helps to do;
- There is a high need for resource families;
- Individuals can also give foster families breaks by taking care of foster kids for the weekend;
- Project Joy works with the Oregon Department of Human Services (DHS) and will begin working with Oregon Resource Family Alliance;
- Recently found out what the needs of DHS are and was able to meet some of them:
    - Helped to ensure that kids come into foster homes with essential items such as toiletries.
- There are local youth that have aged out of foster care that live on the street:
    - Punks with a Purpose helps youth navigate resource centers; and
    - Project Joy may want to partner with them.

*(Video Time 00:40:53)*

**CONSENT**

PUBLIC WORKS

3. Receive the hearings officer's decision denying Conditional Use (CU) Case #24-005/Hector Fregoso.

4. Receive the hearings officer's decision approving Administrative Review (AR) Case #24-012/Glen W. and Marjorie Morley Revocable Trust.

***Scott Norris served as legal counsel on this matter since Steve Elzinga recused himself.**

5. Approve Amendment #1 to the Contract for Services with Ash Creek Forest Management, LLC, to add $601,955 of which an estimated $582,500 will utilize Oregon Watershed Enhancement Board (OWEB) grant funding and an estimated $19,455 will utilize county funding for a new contract total of $1,391,955 for herbicide treatment, seeding, and the supply and planting of trees and shrubs for wildfire impacted county parks and road right-of-way through January 31, 2026.

**MOTION:** Commissioner Willis moved for approval of the consent agenda. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

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*(Video Time 00:42:08)*

**ACTION**

COMMUNITY SERVICES

6. Consider approval of the Subrecipient Agreement with The Church at the Park to provide $250,000 in Community Development Block Grant (CDBG) funding to support the purchase of commercial kitchen equipment and a meal delivery vehicle retroactive to July 1, 2024, through June 30, 2027. –Steve Dickey

***Summary of presentation:***

- This will help centralize the production of their meal services that is provided throughout Salem and Keizer; and
- There funds were part of the Annual Action Plan.

***Board discussion:***

- Commissioner Cameron declared a potential conflict of interest due an equipment donation.

> **MOTION:** Commissioner Bethell moved to approve the Subrecipient Agreement with The Church at the Park to provide $250,000 in Community Development Block Grant (CDBG) funding to support the purchase of commercial kitchen equipment and a meal delivery vehicle retroactive to July 1, 2024, through June 30, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:00:00)*

7. Consider approval of the Subrecipient Agreement with Crossroads Communities to provide $175,000 in HOME-ARP (American Rescue Plan) funding for staffing and administrative expenses to provide service connections and support to vulnerable rural households retroactive to July 1, 2024, through June 30, 2029. –Steve Dickey

***Summary of presentation:***

- This will help expand already provided services into Marion County;
- They work in primarily rural areas with individuals that are homeless or at risk of homelessness;
- They connect existing resources, find and bridge gaps; and
- An office has been located in Sublimity and staff has been hired.

***Board discussion:***

- None.

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**Motion:** Commissioner Willis move to approve the Subrecipient Agreement with Crossroads Communities to provide $175,000 in HOME-ARP (American Rescue Plan) funding for staffing and administrative expenses to provide service connections and support to vulnerable rural households retroactive to July 1, 2024, through June 30, 2029. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:46:19)*

8. Consider approval of the Subrecipient Agreement with Silverton Area Community Aid (SACA) to provide $250,000 in Community Development Block Grant (CDBG) funding to assist in the rehabilitation and renovation of the Silverton Area Community Aid property for a social services hub retroactive to July 1, 2024, through June 30, 2027. –Steve Dickey

***Summary of presentation:***

- They have provided services for multiple years in the Silverton area;
- Currently they are located in the basement of the community center;
- They have purchased a building in Silverton, that is being renovated:
    - It will have a food pantry, meeting locations, resource office spaces.
- The project has begun, this fund with various other funds will help finish it.

***Board discussion:***

- There is a 15 percent gap in funding;
- There are six categories of funding for the project:
    - Secured, anticipated, solicited, planned, and in-kind funds.
- There is $3.22 million of the funds secured:
    - Remaining funds will come from applied for grants which will have decisions in the next three months;
    - Planned funds are from pledges, donations; and
    - In-kind funds are for the services of the architects and contractors.
- They need about $1 million more;
- The facility will be used in portions as renovations are completed;
- The building currently has two tenants at this time who pay rent; and
- The location is centrally located and is close the following cities:
    - Silverton
    - Mt. Angel; and
    - Scotts Mills.

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**MOTION:** Commissioner Bethell moved to approve the Subrecipient Agreement with Silverton Area Community Aid (SACA) to provide $250,000 in Community Development Block Grant (CDBG) funding to assist in the rehabilitation and renovation of the Silverton Area Community Aid property for a social services hub retroactive to July 1, 2024, through June 30, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:53:40)*

PUBLIC WORKS

9. Consider approval of an order to establish a temporary speed zone on a portion of Ehlen Road located between the cities of Aurora and Donald at the Interstate 5 Interchange through November 2027. –Ryan Crowther

***Summary of presentation:***

- The zone would be reduced from 35 miles an hour to 25 miles an hour;
- The 55 miles an hour section would be reduced to 40 miles an hour;
- Construction will be completed in November 2027:
    - Speed zones will go back to their original miles after construction completion.

***Board discussion:***

- This project needed to be done for a very long time.

**MOTION:** Commissioner Willis moved to approve an order to establish a temporary speed zone on a portion of Ehlen Road located between the cities of Aurora and Donald at the Interstate 5 Interchange through November 2027. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:56:10)*

10. Consider approval of Early Work Amendment #2 to the Construction Manager/General Contractor Agreement with Slayden Constructors, Inc. to add $1,621,567 in American Rescue Plan Act (ARPA) funding for a new contract total of $2,100,044 for the purchase of essential wastewater treatment plant equipment for the North Santiam Canyon Sewer Project (NSCSP) through December 31, 2026. –Chris Einmo

***Summary of presentation:***

- This is for the early procurement of main components of the treatment plant;
- It will use a biological reactor to treat and clean wastewater before it is released:
    - Only a few manufacturers make this.
- The CM/GC put out bids based on the specifications of the engineers;
- Evaluations were done to assess costs, overall impact costs, control lifelong costs, and ability to meet permitting challenges;



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- Lead times are long and can be over a year;
- An up-flow moving bed filter is included in the contract; and
- The plant will be built around the components to be purchased.

***Board discussion:***

- The scoring matrix was placed before the contract review board last summer.

> **MOTION:** Commissioner Bethell moved to approve an Early Work Amendment #2 to the Construction Manager/General Contractor Agreement with Slayden Constructors, Inc. to add $1,621,567 in American Rescue Plan Act (ARPA) funding for a new contract total of $2,100,044 for the purchase of essential wastewater treatment plant equipment for the North Santiam Canyon Sewer Project (NSCSP) through December 31, 2026. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 01:01:16)*

11. Consider an appeal of the hearings officer's decision denying Conditional Use (CU) Case #24-006/Joy Blackman Revocable Trust. –John Speckman

***Summary of presentation:***

- The permit was applied for to establish a non-farm dwelling on a 5.98 acre located in the 3300 block of Little Haven Lane South;
- The hearing's officer held a publicly noticed hearing on May 2, 2024:
  - The application was denied on July 30, 2024, because a variance would be required for Marion County Code 17.110.800 to allow more than four dwellings to be accessed off the private road; and
  - The decision was appealed by the applicant.
- The board held a noticed public hearing on October 16, 2024:
  - The record was held open until November 6, 2024.
- Comments were received between that time period; and
- Evidence that the parcel was created prior to 1977 was not found.

***Board discussion:***

- Commissioner Cameron noted for the record that the public hearing was closed;
- The county has always interpreted the code that if there are two roads next to a property the property is not counted as a property being served:
  - Those against the appellant say this is not practical.
- An engineer stated that the applicant needs a vision easement from the property owner as the area is not safe;
- The hearing's officer thought practicality is required;
- The presumption is access onto a public street is possible as a last resort;
- This is not considered a high traffic area;



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- The location and terrain of the easement was stated to be impractical;
- If approved the applicant can improve the easement by gravel or pavement up to their property:
    - An access easement will be needed; and
    - Then it will be reviewed by Marion County Public Works.
- Access review is part of the building permitting process;
- Upholding Marion County Planning Department's decision will allow for an additional home to be added to the easement:
    - Additional homes can apply for a variance; and
    - Must show that impact to the neighborhood and roadway would be small.
- An easement was filed in 1971; and
- Other properties were noticed that the existing property will go over their property to get to their own property.

**MOTION:** Commissioner Bethell moved to overturn the hearings officer's decision and uphold the planning departments decision. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 01:27:21)*

**PUBLIC HEARINGS**
**9:30 A.M.**

None.

Commissioner Cameron adjourned the meeting at 10:28 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

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BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, November 13, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron and Commissioner Danielle Bethell. Also present were Jan Fritz, chief administrative officer, Steve Elzinga as county counsel, and Brenda Koenig as recorder.

ABSENT: Commissioner Colm Willis

Commissioner Cameron called the meeting to order at 9:02 a.m.

*(Video Time 00:03:55)*

**PUBLIC COMMENT**

None.

*(Video Time 00:03:59)*

**CONSENT**

BOARD OF COMMISSIONERS
Board Committee Appointment – Budget Committee
1. Approve an order appointing David Kinney to the Marion County Budget Committee with a term ending June 30, 2027.

HUMAN RESOURCES
2. Approve the recommendation to update the classification, adjust the pay grade upward for class code #206, Assistant Director of Juvenile Department, and retitle to Juvenile Deputy Director; update the classification, adjust the pay grade upward for class code #227, Assistant Juvenile Supervisor, and retitle to Juvenile Assistant Program Supervisor; update the classification, uphold the pay grade for class code #225, Juvenile Detention Supervisor, and retitle to Juvenile Detention Manager; and update the classification and uphold the pay grade for class code #230, Juvenile Program Supervisor.

TAX OFFICE
3. Approve an order for a property tax refund in the amount of $23,233.63 for Gene R. Oster, tax account 516760.

**MOTION:** Commissioner Bethell moved for approval of the consent agenda. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:02:54)*

## ACTION

BOARD OF COMMISSIONERS

4. Consider approval of Amendment #1 to two Memorandums Of Understanding (MOU) with Marion County Public Works to reallocate American Rescue Plan Act (ARPA) funding for the following two projects through December 31, 2026:

- Decrease funding in the amount of $4,500,000 for the Brooks Community Service District (BCSD) Wastewater System Improvement Project for a new MOU total of $500,000; and
- Increase funding in the amount of $4,500,000 for the Brooks Community Service District (BCSD) Drinking Water System Improvement Project for a new MOU total of $14,348,000.

–Brian Nicholas

***Summary of presentation:***

- In 2023 the board awarded the county with American Rescue Plan Act (ARPA) funds for two projects for the City of Brooks Community Service District:
  - Phase one improvements to the City of Brooks sewer system; and
  - Phase one construction of a new water supply system.
- Master plans were completed for both projects:
  - It was determined that it would be more beneficial to transfer sewer system funds into the water system project.
- This would complete phase one of the water project:
  - This project has a greater need.
- Minor improvements will be done to the sewer system; and
- Both projects are on track to be completed in 2026.

***Board discussion:***

- None.

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**MOTION:** Commissioner Bethell moved to approve Amendment #1 to two Memorandums Of Understanding (MOU) with Marion County Public Works to reallocate American Rescue Plan Act (ARPA) funding for the following two projects through December 31, 2026:
Decrease funding in the amount of $4,500,000 for the Brooks Community Service District (BCSD) Wastewater System Improvement Project for a new MOU total of $500,000; and
Increase funding in the amount of $4,500,000 for the Brooks Community Service District (BCSD) Drinking Water System Improvement Project for a new MOU total of $14,348,000.
Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:05:53)*

Commissioner Cameron requested unanimous consent to move to item #6 on the Board Session Agenda.

*(Video Time 00:10:49)*

BUSINESS SERVICES

5. Consider approval of the Public Improvement Agreement with Garland DBS, Inc. in the amount of $194,806 for the removal of skylights and a roof replacement at the Marion County Public Works Building #13 through June 30, 2025. –Terry Stoner and Wesley Miller

***Summary of presentation:***

- A Capital Improvement Project has been approved to replace the roof on building 13 on the Marion County Public Works campus;
- The skylights on the roof have been leaking for an extended period of time;
- The entire roof will be replaced, and the skylights will be discarded;
- The previous skylights were incorrectly installed;
- The entire roof will be dismantled and replaced with a newly expanded structural panel;
- There will be no skylights on the replaced roof;
- Insulation will be replaced;
- The replaced roof will have a 30-year warranty; and
- This is the roof of the shop in an area where trucks park.

***Board discussion:***

- The structure does not need any new lighting;
- Trucks park on one side of the structure so there is very little activity;
- The other side of the structure contains archived material and is well lit; and
- The structure is not part of the main building.

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**Motion:** Commissioner Bethell move to approve the Public Improvement Agreement with Garland DBS, Inc. in the amount of $194,806 for the removal of skylights and a roof replacement at the Marion County Public Works Building #13 through June 30, 2025. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:06:00)*

PUBLIC WORKS

6. Consider approval of the Contract for Services with Coastal Forest Products, dba, Highway Fuel Company in the not-to-exceed amount of $350,000 for the acceptance of yard debris materials collected from the Salem-Keizer Recycling and Transfer Station (SKRTS) and the North Marion Recycling and Transfer Station (NMRTS) through October 31, 2027.
–Andrew Johnson

***Summary of presentation:***

- Yard debris collected from the public at Salem-Keizer Recycling and Transfer Station (SKRTS) and the North Marion Recycling and Transfer Station (NMRTS) goes to the Brown's Island compost facility;
- During the winter months Brown's Island is hard to access because of the high water:
    - There was also road damage causing a six-month closure.
- The contract is a long-term back-up plan for when Brown's Island is not accessible:
    - Another company can haul the yard debris from the transfer stations.

***Board discussion:***

- None.

**MOTION:** Commissioner Bethell moved to approve the Contract for Services with Coastal Forest Products, dba, Highway Fuel Company in the not-to-exceed amount of $350,000 for the acceptance of yard debris materials collected from the Salem-Keizer Recycling and Transfer Station (SKRTS) and the North Marion Recycling and Transfer Station (NMRTS) through October 31, 2027. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:08:37)*

Technical difficulties. Commissioner Cameron moved to item #4 on the agenda to allow time to address the issue.

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*(Video Time 00:14:19)*

7. Consider approval of Amendment #1 to the Contract for Services with Tait North America Inc. to add $12,346,144 in American Rescue Plan Act (ARPA) funds for a new contract total of $12,506,276 to provide design, supply, installation, commissioning, and technical support for the Marion County Public Safety Radio Communications System Project through June 30, 2026. –Brian Nicholas

***Summary of presentation:***

- Marion County operates multiple radio networks:
  - A two channel Very High Frequency (VHF) system utilized by the Marion County Sheriff's Office (MCSO);
  - A one channel Ultra High Frequency (UHF) system utilized by Marion County Public Works (MCPW) for daily operations; and
  - The two radio systems combined occupy 14 different broadcast and receive sites around Marion County:
    - Seven send and receive sites are for the MCSO;
    - Seven receive only sites are available to fill in coverage gaps; and
    - MCPW has two antennas.
- Staff are proposing to migrate to five channel trunked radio system:
  - The current two channel system does not meet the needs of the MCSO.
- Trunked radio systems provide for the following:
  - Increased capacity that can serve all first responder agencies; and
  - One VHF system will be maintained as a technical channel.
- Staff anticipate moving away from some radio sites to new radio sites;
- Coverage will be more evenly spread around the county to eliminate coverage issues that the current system has;
- There is a large list of prospective user agencies including members of Metcom 911;
- Public safety radio communications within the county will improve;
- The project timeline entails the following:
  - In February 2022, the board awarded ARPA funds for the project;
  - A technical specification was developed that describes what a radio vendor will need to provide to meet the county's needs;
  - Discussion with prospective users occurred between February of 2022, and October of 2023 to determine needs;
  - In October 2023 a Request for Proposal (RFP) was issued for a radio vendor;
  - In March 2024 the proposal process opened:
    - The county received five proposals.
  - In June 2024 Tait North America Inc. was selected as the preferred vendor;
  - In August 2024 a contract was executed;
  - In July 2025 factory acceptance testing will occur;
  - In February 2026 the system will be deployed out to the radio sites and then optimized; and
  - October 2026 will be the system migration.

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- The contract scope entails the following:
    - Tait North America Inc. will provide the following:
        - A five channel, trunked Land Mobile Radio (LMR) System;
        - An Aviat Digital IP Backhaul Data System;
        - A Scout EX Dispatch Console System:
            - Metcom's 911 current system is not P25 compliant;
            - The new system will be P25 compliant; and
            - The contractor will install:
                - Nine new 911 dispatch console seats at Metcom's 911 primary dispatch center;
                - Five console seats at the Santiam Communication Center; and
                - Three console seats at MCPW.
        - An Eltek DC Power System;
        - The installation of 557 dual band radios;
        - An estimated 1,233 portable radios;
        - Provide all engineering, design, testing, and installation processes; and
        - Three years of factory support to allow for a transition time to run and manage the system.
- The financial summary entails the following:
    - Tait North America, Inc.:
        - The original contract is for $160,132;
        - Amendment #1 adds funds in the amount of $12,346,144; and
        - The new contract total is $ 12,506,276.
    - Other project components include:
        - Consultant services for $2,218,675;
        - Civil site improvements for $4,500,000;
        - Tower climbing services for $500,000; and
        - A three percent contingency is $880,064.
    - The total project estimate is $20,605,015.
- The board is considering Amendment #1 to the contract today; and
- Amendment #1 is for $12,506,276.

***Board discussion:***

- Mobile radios are installed in vehicles and portable radios are worn by emergency personnel;
- The project will not be completed until 2026;
- The radios being utilized will be the most current and will be functional in 2026;
- A seat is defined as a workstation;
- Improvements are needed at the radio sites;
- Funding sources for the project include:
    - Marion County Public Works road funds;

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    - American Rescue Plan Act (ARPA) funding;
    - Congressionally directed spending of $1.2 million; and
    - Agencies that will utilize the system.
- This is an important project for the community in terms of public safety and emergency response;
- The City of Salem's system already uses P25 compliant radios:
    - Agencies will be able to connect with each other; and
    - There will be different preprogramed talk groups for different types of work.
- The funding dollars will help with cross collaboration:
    - Response will be better and cleaner.
- The board will be provided with information on how each group or category is funded; and
- Commissioner Bethell expressed her appreciation to former United States Representative Kurt Schrader and current Oregon State Senator Fred Girod for their support and assistance in getting some funding for the project.

> **MOTION:** Commissioner Bethell moved to approve Amendment #1 to the Contract for Services with Tait North America Inc. to add $12,346,144 in American Rescue Plan Act (ARPA) funds for a new contract total of $12,506,276 to provide design, supply, installation, commissioning, and technical support for the Marion County Public Safety Radio Communications System Project through June 30, 2026. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:39:03)*

***Recess as Board of Commissioners.***
***Convene as Contract Review Board.***

**CONTRACT REVIEW BOARD**
**ACTION**

HUMAN RESOURCES

1. Consider approval of an order denying a protest to the approved Special Procurement to allow Human Resources to directly award a contract for the Absorb Enterprise Learning Management System. –Jeff White

***Summary of presentation:***

- The county is in the process of looking for a new Enterprise Resource Planning (ERP) system:
- The county would like to obtain different modules for some of the following:
    - Payroll;
    - General ledger; and
    - Learning management:



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        - It is unknown what the options will be until the proposals are received and a vendor is selected.
- The county's current contract for the learning management system has expired;
- In October the board approved a Special Procurement process that allows the county to keep the current system until more information is received;
- A Special Procurement requires public notice:
    - A protest was received requesting an open and competitive process; and
    - The protest expressed that they could provide the same service.
- The ERP system has not progressed enough to know what is needed for all components to work as one integrated system;
- Staff recommended denying the protest and allowing the ERP process to move forward; and
- The county is not ready to perform a Request For Proposal (RFP) process for the learning management system at this time but may do so in the future.

***Board discussion:***

- The contract that was awarded was for up to two years;
- The ERP process is extensive;
- The county performs an RFP or Open Procurement process the majority of the time:
    - Contracts have been modified to be three year terms, with options to extend; and
    - This allows other companies to be involved.
- It is in the best interest of the taxpayers to perform a short contract extension for the early learning management system;
- Going through an RFP process now would be lengthy for a temporary transition;
- Packages may be decided later after the county's needs are assessed;
- It can be a waste of money and time to perform another process; and
- It would impact employee trainings.

> **MOTION:** Commissioner Bethell moved to approve an order denying a protest to the approved Special Procurement to allow Human Resources to directly award a contract for the Absorb Enterprise Learning Management System. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

***Adjourn as Contract Review Board.***
***Reconvene as Board of Commissioners.***

*(Video Time 00:44:50)*

The commissioners welcomed new employee Toni Whitler to the Board of Commissioners Office.



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*(Video Time 00:47:11)*

Commissioner Bethell recognized an organization for veterans:

- Stay Alive Vets (SAB) invests in activities and opportunities for veterans who are navigating life challenges;
- The organization works to reduce veteran suicides;
- She encouraged individuals to support the organization that helps veterans;
- Veterans can be overlooked; and
- Veterans can face benefit challenges.

**PUBLIC HEARINGS**
**9:30 A.M.**

None.

Commissioner Cameron adjourned the meeting at 9:50 a.m.

CHAIR

COMMISSIONER

Not Present At Meeting

COMMISSIONER

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**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**December 3, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Kevin Cameron, Danielle Bethell, and Colm Willis.
**Board's Office:** Matt Lawyer, Chad Ball, Chris Eppley, Alvin Klausen, Toni Whitler, Shawnnell Fuentes, and Trevor Lane.
**Legal Counsel:** Steve Elzinga.
**Public Works:** Max Hepburn, Lani Radtke, Kevin Thompson, and Brian Nicholas.
**Health and Human Services:** Karin Perkins, and Katrina Griffith.
**IT**: Steve Brooks, and Gary Christofferson.
**Community Services:** Kellie Weese, and Steve Dickey.
**Human Resources:** Sherry Linter.

Kevin Cameron called the meeting to order at 9:30 a.m.

INFORMATIONAL:

**1. Contract with Applichat Limited for Digital Marketing Recruitment**
-Katrina Griffith
***Summary of Presentation:***
- The contract includes cyber liability coverage, which was a point of negotiation.
- The contract is up to $75,000:
  - Funded by behavioral health workforce incentive funds.
- Place on the consent agenda.

**2. Intellectual and Development Disabilities Advisory Committee (IDDAC) Re-Appointment of Daniel Atsbaha**
-Karin Perkins
***Summary of Presentation:***
- Mr. Atsbaha has been a member of IDDAC since 2021.
- Mr. Atsbaha brings a unique perspective as a provider and family member of an individual with intellectual disabilities.
- The commissioners agree to reappoint Danielle to IDDAC.

**3. Purchase Order for Network Infrastructure Maintenance for FY 24/25**
-Steve Brooks
***Summary of Presentation:***
- This is for software maintenance.
- This will be funded by the Capital Improvement Plan (CIP) budget.
- Placed on the consent agenda.

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**4. Purchase Order for IT Network Hardware, License, and Support**
-Steve Brooks
***Summary of Presentation:***
- This is for hardware that is $352,000.
- This will be funded by the Capital Improvement Plan (CIP) budget and is approved for equipment replacement
- Placed on the consent agenda

**5. Contract with Soaring Heights for Funding to Purchase Property for Transitional Housing**
-Steve Dickey
***Summary of Presentation:***
- Transitional housing for individuals recovering from substance abuse addiction.
- This is funded with opioid settlement funds and is scheduled for approval on December 18.
- The budget is $450,000.
- The commissioners agree to move the approval to December 11 to expedite the process.

**6. Contract with Santiam Memorial Hospital for Funding for the Santiam Resiliency Center**
-Steve Dickey
***Summary of Presentation:***
- The center will serve the Santiam canyon area.
- The project sponsor is seeking $250,000 in Community Development Block Grant (CDBG) funds that will support pre-construction costs.
- The commissioners are concerned about the funding and timeline and agree to postpone the approval until more information is gathered.

**7. Contract with Knife River for Parkdale Park Improvements**
-Kevin Thompson
***Summary of Presentation:***
- Construction contract with Knife River for the Parkdale Park project, with a bid of $353,770.
- Project funded by the American Rescue Plan Act (ARPA) and local government grants, with no county funds used.
- The commissioners discuss the potential for leftover funding and the need for a construction contingency.

**8. Proposed Board Order for Secondary Access Requests**
-Max Hepburn
***Summary of Presentation:***
- Changes include allowing for loop driveway provisions and modifying the director's discretion to be consistent with engineering standards language.
- Also included is an appeal process to the board if an individual disagrees with the determination for their driveway request.
- Item will come to board session on December 18, 2024.

**9. Transportation Safety Action Plan Performance Measures**
-Lani Radtke

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***Summary of Presentation:***

- The TSAP performance measures include output and outcome measures for safety projects.
- Discussed the inclusion of pedestrian infrastructure and the need for robust data collection.
- Agree to remove bicycle infrastructure from the performance measures and add pedestrian crossings.
- Required to demonstrate implementation of the plan.

**10. Rumble Strip Projects**

-Lani Radtke

***Summary of Presentation:***

- Rumble strips and sinusoidal strips for safety enhancements on various roads.
- The board is concerned about rumble strip effectiveness and potential pavement impact.
- Schedule a work session to discuss rumble strips data and recommendations.

**11. Surveyor Office Fee**

-Lani Radtke

***Summary of Presentation:***

- Discussed financial impact and the need for a long-term plan for fee adjustments.
- The board agree to go forward with the fee adjustments and monitor the impact on the Surveyor's Office.

**12. Oregon Department of Transportation (ODOT) Transportation Safety Office Grant Agreement**

-Ryan Crowther

***Summary of Presentation:***

- Grant received from ODOT and the National Highway Transportation Safety Association.
- The grant provides $399,000 in funding to focus on safety work, including finishing, implementing, conducting more outreach and education on the TSAP.
- Concerns about the "Safely Home" program component and request more information before moving forward.
- The grant IGA will be on the consent agenda for the next board session.

**13. Amendment #1 for Hayesville Dr. Project, for Funding**

-Ryan Crowther

***Summary of Presentation:***

- This project is coming to an end.
- Discussed an amendment to shift funding from the Surface Transportation Block Grant account to the Hayesville Drive project.
- This allows the county to use federal funds for the project instead of county funds.
- The commissioners approve moving this amendment to the board session.

**14. Contract with Alpha Environmental Services, Inc. for Fargo Sewer Collection System**

-Ryan Crowther

***Summary of Presentation:***

- Project to reduce groundwater infiltration into the Fargo sewer system.

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- Funded with ARPA funds.
- Discussed potentially reallocating $220,000 from this project to another project.
- Track where the $220,000 was reallocated to.
- The board agrees for this contract to be on the December 18th board session agenda.

**15. Amendment #1 with Cushing Civil Engineers for Radio Project Services**
-Brian Nicholas
***Summary of Presentation:***
- This will include additional tasks, corrects typos and adds the Marion County Jail radio system integration
- Discussed the cost and need for ongoing negotiations with the sheriff's office, Medcom and other partners.
- Work includes tying existing jail radio system into the new sheriff's radio system.
- The commissioners approve moving this amendment forward.

**16. Federal Agenda Draft Review**
-Alvin Klausen
***Summary of Presentation:***
- N/A

**17. Board Session Agenda**
-Commissioner Cameron
- N/A

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COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE
**Commissioner Danielle Bethell**
- N/A

**Commissioner Kevin Cameron**
- N/A

**Commissioner Colm Willis**
- N/A

OTHER
**ARPA Funds and Contract Obligations**
**-**Jeff White
- When funds were first available, there was lack of clarity around obligation requirements.
- The initial understanding was that funds needed contracts in place with their subcontractors by December 31, 2024.
- Later revisions to the ARPA rules, rule 17.7, allows more flexibility.
- The requirement is met by the county stating they will provide funds to the cities, without them needing contracts in place by December 31, 2024.
- There are four cities (Stayton, Jefferson, Hubbard, and Donald) that are struggling to meet the December 31, 2024, deadline.
- Recommend amending contracts with these cities to remove the requirement, as the obligation has already been met.

- The cities need to spend funds by 2026, but the board can set an internal deadline of June 30, 2025, for contracts placement.

**Republic Rate Increase and Franchise Fee**
-Dennis Mansfield

- Discussed the board's decision not to give Republic a rate increase and the potential impact on public perception.
- Consider imposing an additional 2% franchise fee on Republic, which would not be an allowable expense for them to pass on to customers.
- This would allow the county to generate additional revenue from Republic without directly impacting their customers' rates.
- The commissioners discussed the need to potentially adjust the county's franchise fee cap if the 2% additional fee was not sufficient to address the concerns.
- Need a solution that would not negatively impact Republic's customers while still asserting the county's position and maintaining leverage in the relationship.

**Letter of Agreement with Marion County, Bureau Land Management (BLM) and Department of Forestry**
-Kevin Cameron

- Related to a grant the county is administering for a planning process in North Fork
- The entities have all agreed to the letter of agreement.
- The board to review the agreement before signing it.
- Any challenges or changes go back to Ms. Radtke to be addressed.
- The entities are ready to sign the agreement.

**East Park Challenges**
-Kevin Cameron

- Amendment to the East Park plat.
- Originally, the plat needed the developer to build a traffic signal at Cordon Road and State Street.
- The developer requested an amendment to not be forced to build the signal.
- The board said no to the amendment and bond.
- Then proposed a $3 million cash deposit solution:
    - Developer has until July 15, 2025, to install the signal themselves.
    - If not, they pay the $3 million for the county to install it.
    - Any leftover funds from the $3 million go to the county.
    - Three proportional share payments due right after the amendment is signed.
- Potential risks of the developer not building the signal discussed
- Schedule meeting with the developer to finalize proposal.

**Adjourned** – time: 11:02 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

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BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, December 11, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Jan Fritz, chief administrative officer, Steve Elzinga as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:00 a.m.
Commissioner Willis arrived at 9:04 a.m.

*(Video Time 00:00:54)*

## PUBLIC COMMENT

David Beem:

- Mr. Beem expressed the following:
  - He is an advocate for individuals with special needs in the City of Salem;
  - He wished county employees a happy holiday; and
  - He would like the city and the county to work together on the budget.

*(Video Time 00:02:01)*

## CONSENT

HUMAN RESOURCES

1. Approve the Contract for Services with Cascade Centers, Inc., dba, Canopy Wellbeing in the not-to-exceed amount of $130,000 to provide Employee Assistance Program (EAP) services to Marion County employees effective
January 1, 2025, through December 31, 2026.

**MOTION:** Commissioner Bethell moved for approval of the consent agenda. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

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*(Video Time 00:02:39)*

**MOTION:** Commissioner Bethell moved to remove item number #2 under Action from the Board Session Agenda. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:03:30)*

**ACTION**

BOARD OF COMMISSIONERS

2. Consider approval of the Memorandum of Understanding with Marion County Public Works to utilize American Rescue Plan Act (ARPA) funding in the amount of $600,000 for the ARPA - Fargo Interchange Service District Sewer Collection System Improvements project through December 31, 2026. –Brian Nicholas

***Motion made and approved to remove this item from the agenda.***

*(Video Time 00:03:32)*

3. Consider approval of the Beneficiary Agreement with Hope Pregnancy Clinic to utilize American Rescue Plan Act (ARPA) funding in the amount of $749,000 through December 31, 2026, to assist with the construction of a pregnancy clinic that will provide medical services to disadvantaged women with a low-to-moderate income within Marion County. –Chris Eppley

***Summary of presentation:***

- The Beneficiary Agreement between Marion County and Hope Pregnancy Clinic is for the construction of a pregnancy clinic including:
  - Staff offices; and
  - Counseling offices.
- The clinic will provide medical services to disadvantaged individuals and families with a low-to-moderate income;
- The center will be located in a designated census track that has been identified by the United States Department of Housing and Urban Development (HUD) as meeting the low-to-moderate income requirements;
- The total project is anticipated cost is $4,383,920;
- Marion County has agreed to provide grant funding in the amount of $749,000 for the project; and
- The anticipated occupancy date is December of 2025.

***Board discussion:***

- Commissioner Bethell expressed the following:
  - The county provided funding two years prior to increase the capacity in their original clinic;

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- The county also provided funding for the clinic to collaborate with Marion County Health and Human Services (MCHHS) and Catholic Community Services to provide a wraparound stabilization system of care for women navigating pregnancy;
- The funding assistance improves community health;
- Facts and data matter;
- The current facility is located in a predominantly white, low-income community, in north Salem;
- The largest population that the organization provides service to is Hispanic;
- The clinic is doing a great job with outreach and breaking down cultural barriers;
- The clinic incentivizes women to get appropriate care;
- The agreement will assist with closing the funding gap;
- The agreement expands access to services that the county provides;
- The clinic can take the funding dollars further because they have fewer restrictions; and
- The clinic's unique services will help more individuals.

- Commissioner Willis expressed the following:
  - The county supports things that work;
  - If there is no data to support, then the county does not support:
    - Programs need to work and help individuals;
    - The county may provide resources to assist; and
    - If programs do not work, then the resources need to be used somewhere else.
  - Hope Pregnancy Clinic does a good job of coordinating with Salem Health for women struggling with substance abuse:
    - Substance abuse negatively impacts babies.
  - The clinic helps women who have different life challenges.

**Motion:** Commissioner Willis moved to approve the Beneficiary Agreement with Hope Pregnancy Clinic to utilize American Rescue Plan Act (ARPA) funding in the amount of $749,000 through December 31, 2026, to assist with the construction of a pregnancy clinic that will provide medical services to disadvantaged women with a low-to-moderate income within Marion County. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

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*(Video Time 00:10:36)*

COMMUNITY SERVICES

4. Consider approval of the Emergent Economic Opportunity Program Agreement with Salem Baseball Club, LLC, in the amount of $300,000 to support synthetic turf and lighting improvements at Willamette University's baseball and softball stadiums with an ending term date of one year from execution –Kelli Weese

***Summary of presentation:***

- The agreement will support improvements for Willamette University's softball and baseball fields;
- Willamette University will be able to add synthetic turf fields and lights to both facilities;
- The goal is to improve the stadiums so that they can provide additional resources for the Salem-Keizer School District (SKSD):
    - High schools will be able to utilize the fields for games and tournaments.
- The grant application's estimated total cost is $8.08 million:
    - The organization has raised $6.6 million to date.
- The proposed grant agreement entails the following:
    - The one-time allocation of $300,000 will utilize lottery funding from the county's economic development program;
    - The term is for one year with an option to extend up to two years; and
    - Requirements to receive the funding include:
        - A presentation to the Marion County Board of Commissioners during the development phase; and
        - The project's marketing must include Marion County Economic Development as a funding source.

Luke Emanuel:

- Mr. Emanuel expressed the following:
    - He is the owner of Salem Baseball Club, LLC;
    - The original goal was to find synthetic turf for local high schools to use:
        - Local high schools cannot afford synthetic turf.
    - Other jurisdictions in Oregon turfed one or two fields and made it available to all youth in the school district;
    - Baseball teams were created as a funding mechanism to utilize the fields during the summer:
        - This method will also be used for future replacements.
    - Willamette University's fields are centrally located and easily accessible;
    - The university has contractually agreed to make the fields available to SKSD every day of the week;
    - A district wide athletic director and not the university will perform the scheduling;
    - There will be set times every day for field usage;



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- Additional organizations that will utilize the fields include:
  - The Young Men's Christian Association (YMCA);
  - The Boys and Girls Club; and
  - The Special Olympics.
- A wider spectrum of abilities and athletes will be able to utilize the fields during the summer; and
- It is a good start for obtaining fields that kids can use on a year-round basis.

***Board discussion:***

- Commissioner Willis expressed his appreciation to Mr. Emanuel for:
  - Envisioning the project;
  - Seeing the potential;
  - Explaining the vision to other people;
  - Bringing people together to accomplish the project; and
  - His passion for youth sports and the project.
- This project has been in the works for three years; and
- Transportation challenges have been a barrier in school sports:
  - Currently schools are busing teams to the cities of McMinnville or Wilsonville during the spring when it is wet;
  - Utilizing the university fields will create significant travel savings;
  - Schools will be able to play closer to home;
  - Some schools cannot afford to travel;
  - Utilizing the university fields provides schools with the opportunity to host a spring break tournament locally; and
  - Schools cannot control the cost of transportation.

**MOTION:** Commissioner Bethell moved to approve the Emergent Economic Opportunity Program Agreement with Salem Baseball Club, LLC, in the amount of $300,000 to support synthetic turf and lighting improvements at Willamette University's baseball and softball stadiums with an ending term date of one year from execution. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

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*(Video Time 00:24:02)*

5. Consider approval of the Grant Agreement with Soaring Heights Recovery Homes to utilize Health Opioid Grant Program funding in the amount of $450,000 to support the acquisition of property for a new sober living home facility for individuals recovering from a substance abuse disorder through June 30, 2027. –Steve Dickey

***Summary of presentation:***

- Soaring Heights Recovery Homes provides transitional housing for individuals recovering from a substance abuse disorder;
- The Grant Agreement will assist with the purchase of another home for transitional housing;
- The request was submitted through the Community Development Block Grant (CDBG) and the HOME Investment Partnerships program's application process:
    - The applications were reviewed and discussed in detail at a prior Work Session meeting; and
    - The county can utilize opioid grant funding as the program is related to substance abuse.
- Soaring Heights Recovery Homes has identified a property, and an offer has been accepted.

Eric Rasor:

- Mr. Rasor expressed the following:
    - He is the Executive Director of Soaring Heights Recovery Homes;
    - He is thankful for the support from Marion County;
    - The property is located in the City of Keizer;
    - The home is about 2,200 square feet with five bedrooms;
    - The home is ready for move-in; and
    - The home will be for women and children.

***Board discussion:***

- Neighbors of the proposed house are supportive with no negative feedback;
- There was a previous property that did have concerns from neighbors:
    - The purchase of the property was never finalized; and
    - Soaring Heights Recovery Homes selected another property for the transitional housing.
- More homes are needed that can accommodate animals:
    - Individuals experiencing homelessness will not part with their pets; and
    - There is a large cost associated with housing animals.
- The commissioners expressed their appreciation to Mr. Rasor for the work that he is doing.

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**MOTION:** Commissioner Willis moved to approve the Grant Agreement with Soaring Heights Recovery Homes to utilize Health Opioid Grant Program funding in the amount of $450,000 to support the acquisition of property for a new sober living home facility for individuals recovering from a substance abuse disorder through June 30, 2027. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:32:02)*

HEALTH AND HUMAN SERVICES

6. Consider approval of the incoming funds Grant Agreement with the United States Department of Justice (DOJ) in the amount of $550,000 for the Connect and Protect: Law Enforcement Behavioral Health Response Program through September 30, 2027. –Ryan Matthews.

***Summary of presentation:***

- The incoming funds federal grant award from the United States Department of Justice (DOJ) is for $550,000;
- The grant contract has a term date of three years;
- The federal government was looking for projects that fostered law enforcement and behavioral health collaboration;
- The county has historically had four Mobile Crisis Response Teams (MCRT) consisting of one Qualified Mental Health Professional (QMHP) and one law enforcement officer that would respond to emergency calls:
    - A QMHP was paired with an officer from the following:
        - One QMHP with the Marion County Sheriff's Office;
        - Two QMHP's with the City of Salem Police Department; and
        - One QMHP with the City of Woodburn Police Department.
- Federal changes related to funding eliminated the MCRT;
- The county currently has a Community Response Team (CRT) that does not include a law enforcement officer;
- The county applied for and received grant funding to restore one MCRT:
    - Staff will continue to look for other funding options that can provide more MCRT's.
- Marion County Health and Human Services (MCHHS) and the Marion County Sheriff's Office (MCSO) are in the process of recruiting one MCRT;
- It is anticipated that the MCRT will be ready in February 2025;
- The team will work 10-hour shifts and be available four days a week;
- Data and outcomes will be collected and reported as part of the federal grant requirements; and
- There is a subset of calls that require a law enforcement presence.

***Board discussion:***

- Commissioner Bethell requested to see the grant application packets:



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    - She would like to review the data in the packets;
    - Visual aid is a great tool to describe the number of calls that have escalated for this type of response in the last two years;
    - Calls for this type of crisis have grown exponentially in a year; and
    - State and federal government agencies are unaware of the issue.
- Being able to dispatch an MCRT serves a lot of needs and provides safety;
- The board discussed the issue with United States Senator for Oregon, Ron Wyden and advocated for funding that supports MCRT; and
- If more data is available, then people have more support and can advocate for this model.

**MOTION:** Commissioner Bethell moved to approve the incoming funds Grant Agreement with the United States Department of Justice (DOJ) in the amount of $550,000 for the Connect and Protect: Law Enforcement Behavioral Health Response Program through September 30, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:42:52)*

Commissioner Cameron stated that Board Session Agenda items #7, #8, and #9 are very similar and are connected to the same project. Staff will provide one presentation for all three agenda items followed by three separate motions.

*(Video Time 00:43:12)*

PUBLIC WORKS

7. Consider approval of a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AB01300 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. –Ryan Crowther and Shane Ottosen

***Summary of presentation:***

- Marion County received federal funds for improvements to Center Street located in the City of Salem:
    - The improvements will be from Lancaster Drive to 45th Place NE.
- The project scope entails:
    - Widening Center Street on the north side of the road;
    - Installing the following:
        - A center turn lane;
        - Bike lanes; and
        - Sidewalks.
    - Stormwater improvements; and
    - Enhanced pedestrian crossings.
- Staff presented the resolutions to the board at a prior Board Session meeting:

    - During final review of the appraisals, it was determined that easement language needed to be updated for the benefit of the property owners.
- Language revisions entail the following:
    - A four-year term date was added for a temporary easement:
        - This allows the county to access properties in the event additional work is needed; and
        - The county will pay the property owner for this right.
    - The language for an open drainage channel was removed from the easement language:
        - The county will not be able to construct an open drainage channel across a property's easement.
    - The language "We shall restore the topsoil and landscaping to as good of condition as it was prior to any such work" was included; and
    - The language "Grantee shall not construct storm improvements that would permanently block or impede access to the Grantor across said easement" was added.
- The county's intent is to not harm property owners with the easements; and
- The county wanted to make sure the easement language was clear.

***Board discussion:***

- The property owner's driveway will remain;
- Property owners will have access to their property;
- The county will not use the easement to cut the property owner off from their property;
- An issue regarding a tree on one of the properties has not been resolved:
    - Staff have updated the appraisal and continue to work with the property owner to find a resolution.
- The commissioners appreciate staff gently navigating and respectfully conversing with the property owners to try to come to an agreement that works for all parties.

**MOTION:** Commissioner Willis moved to approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AB01300 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

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*(Video Time 00:48:39)*

8. Consider approval of a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W19DC03500 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. –Ryan Crowther and Shane Ottosen

> **MOTION:** Commissioner Willis moved to approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W19DC03500 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:49:05)*

9. Consider approval of a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AA01400 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. –Ryan Crowther and Shane Ottosen

> **MOTION:** Commissioner Willis moved to approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AA01400 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:49:29)*

***Board discussion:***

- Mr. Crowther expressed the following for the Marion County project:
  - Staff are still working through the right-of-way acquisition;
  - Construction will not occur in the summer of 2025;
  - Staff do not have enough time to work through the federal process and still be able to bid on the project; and
  - Utilities work will start soon.
- Commissioner Bethell requested a schedule for contractors, on-site work dates, and the work location be posted on social media;
- More out-reach notices to neighbors and the community related to the project was requested; and
- Construction is anticipated to begin in 2026.

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*(Video Time 00:52:20)*

Commissioner Cameron requested unanimous consent to return to Consent to allow Commissioner Willis the opportunity to vote on the agenda. Commissioner Willis voted aye for the Consent agenda.

*(Video Time 00:52:36)*

**PUBLIC HEARINGS**
**9:30 A.M.**

None.

Commissioner Cameron adjourned the meeting at 9:56 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

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**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Agenda

**Tuesday, December 17, 2024, 9:30 a.m. – 11:00 a.m.**
Courthouse Square, 555 Court St. NE, Salem 5th Floor,
Suite 5231, Commissioners' Boardroom
Join Zoom Meeting- https://us06web.zoom.us/j/86891408353
Meeting ID: 868 9140 8353

**BOARD OF COMMISSIONERS**
Kevin Cameron
Danielle Bethell
Colm Willis

**CHIEF ADMINISTRATIVE OFFICER**
Jan Fritz

**MARION COUNTY**
555 Court St. NE, Ste. 5232
P.O. Box 14500
Salem, OR 97309-5036
(503) 588-5212
(503) 588-5237 – FAX

www.co.marion.or.us

The purpose of the Board of Commissioners Management Update is for staff to provide information to the Board and for the Board to direct staff regarding operational issues or the development of Board policy. The Board of Commissioners is responsible for matters of county concern pursuant to ORS 203.35 including, but not limited to, administration of county government. The Board may take action on any item listed above pursuant to Oregon Public Meetings Law (ORS 192.610 to 192.690).

INFORMATIONAL

1. **RESTORE Court_HB4002**
   -Commander Mike Hartford

2. **Contract Amendment #3 to the Oxford House Subsidy Services Price Agreement**
   -Commander Mike Hartford

3. **Towing Cars Outside Right-of-Way**
   -Commissioner Willis, Sergeant Mark Ferron

4. **Scotts Mills Rd. NE: Butte Creek Bridge Right-of-Way Services Agreement**
   -Ryan Crowther

5. **Marion County Planning Commission Reappointments of Gary Monders, Mike Long, Stanley Birch & Direction on Cases Heard**
   -John Speckman

6. **ORPD Local Government Grant Program Agreement**
   -Kevin Thompson

7. **Request for IT review of Trial Service Agreement with eHawk Solutions**
   -Julie Miller

8. **Contract with Santiam Memorial Hospital for CDBG Funding for the Santiam Resiliency Center**
   -Steve Dickey

9. **Contract Amendment #1 with School Health Corporation for Critical Care and Emergency Medical Equipment**
   -Karin Perkins

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If you require interpreter assistance, an assistive listening device, large print material or other accommodations, call 503-588-5212 at least 48 hours in advance of the meeting. TTY 503-588-5168

Si necesita servicios de interprete, equipo auditivo, material copiado en letra grande, o culaquier otra acomodacion, por favor llame al 503-588-5212 por lo menos 48 horas con anticipación a la reunion. TTY 503-588-5168

Marion County is on the internet at: http://www.co.marion.or.us

10. **Fair Board Member Re-Appointments, Dana Castano, Shannon Gubbels, and Amy Goulter-Allen**
    -Kelli Weese

11. **Personal Credit Card Policy**
    **-**Trevor Lane

12. **Update and Review of Veteran Services Office**
    **-**Gary White

13. **Meeting Minutes Review System**
    **-**Shawnnell Fuentes

14. **Draft Environmental Impact Statement County Commissioner Letter**
    -Commissioner Bethell

15. **Board Session Agenda**
    **-**Commissioner Cameron

OTHER
COMMISSIONERS' COMMITTEE ASSIGNMENTS UPDATE

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MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Agenda

**Tuesday, January 14, 2025, 9:30 a.m. – 11:00 a.m.**
Courthouse Square, 555 Court St. NE, Salem 5th Floor, Suite 5231
Commissioners' Boardroom
Join Zoom Meeting- https://us06web.zoom.us/j/86891408353
Meeting ID: 868 9140 8353

**BOARD OF COMMISSIONERS**
Danielle Bethell
Colm Willis
Kevin Cameron

**CHIEF ADMINISTRATIVE OFFICER**
Jan Fritz

**MARION COUNTY**
555 Court St. NE, Ste. 5232
P.O. Box 14500
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The purpose of the Board of Commissioners Management Update is for staff to provide information to the Board and for the Board to direct staff regarding operational issues or the development of Board policy. The Board of Commissioners is responsible for matters of county concern pursuant to ORS 203.35 including, but not limited to, administration of county government. The Board may take action on any item listed above pursuant to Oregon Public Meetings Law (ORS 192.610 to 192.690).

INFORMATIONAL

1. **Environmental Health Licensing of Mobile Unit**
   -Alisa Zastoupil, Ryan Matthews

2. **Aerial Imagery for GIS Imagery Data**
   -Tom Rolfing

3. **Emergency Management Performance Grant with Oregon Department of Emergency Management**
   -Brian Nicholas

4. **North Marion Recycling & Transfer Station Concrete Repair**
   -Ryan Crowther

5. **Shaff Road ADA Improvements**
   -Ryan Crowther

6. **IT Service Agreement with Paradigm Software for Solid Waste Management System**
   -Brian May

7. **Emergency Operations Plan Grant with Oregon Department of Emergency Management for Emergency Operations Planning Services**
   -Greg Walsh

8. **Mobile Crisis Services**
   -Debbie Wells

9. **PacificSource Community Solutions Share Initiative MOU**
   -Christina Bertschi

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Marion County is on the internet at:
http://www.co.marion.or.us

**10. Tax Account 535516 Update**
-John Carlson

**11. Medical Examiner Office Relocation & Remodel**
**-**Tamra Goettsch

**12. Church at the Park Project Location Discussion**
**-**Steve Dickey

**13. Board Session Agenda**
**-**Commissioner Bethell

**14. Legislative Update**
-Alvin Klausen

OTHER
COMMISSIONERS' COMMITTEE ASSIGNMENTS UPDATE

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MARION COUNTY BOARD OF COMMISSIONERS

# Work Session Summary Minutes

## 2025-2026 CDBG and HOME Application Review

January 16, 2024. 9:30 AM
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Kevin Cameron, Colm Willis, and Danielle Bethell.
**Board's Office:** Shawnnell Fuentes, and Alvin Klausen.
**Legal Counsel:** Steve Elzinga.
**Liberty House:** Peter Carrillo.
**Marion County Housing Authority:** Jason Icenbice, and Christine Sommer.
**Community Services:** Steve Dickey, Kelli Weese, and Sheila Roberts.
**Boys and Girls Club of Salem, Marion and Polk Counties:** Robbin Kerner.
**Mid-Willamette Valley Council of Governments**: McRae Carmichael, Linda Hansen, and John Schmidt.
**Santiam Hospital:** Kim Klotz, and Jamie Sampson.
**Catholic Community Services:** Joshua Graves.
**Church at the Park:** DJ Vincent.
**City of Silverton:** Jason Gottgetreu.
**Marion Polk Food Share:** Jason McDonald.
**Family Building Blocks:** Patrice Altenhofen.

Danielle Bethell called the meeting to order at 9:30 a.m.

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**Summary**
Nine projects were presented, with total requests exceeding $10 million. The board emphasized the need for accurate financial projections and long-term sustainability plans for funded initiatives.

**Presentation of Applications**

- Catholic Community Services Foundation:
  - Requested $225,000.
  - Renovation, commercial kitchen equipment and vocational training center.
  - Aims to enhance services for partners, including Church at the Park, Salvation Army, and others.
- Marion County Housing Authority:
  - Requested $500,000.
  - Demolish and rebuild farmworker housing:
    - Multi-family rentals and owner-occupied homes.
  - The total project cost is $31,628,119, with a funding gap of $28,047,725.

- Marion Polk Food Share:
  - Requested $500,000.
  - New facility to increase capacity in order to meet increased demand for food supply and meal programs.
  - The total project cost is $15,512,000, with a gap of $15,012,000.
- Santiam Memorial Hospital:
  - Requested $500,000.
  - Renovation to add a Women's Health Clinic.
  - The total project cost is $3,150,000, with a gap of $2,150,000.
- City of Silverton:
  - Requested $262,000.
  - Extend roadways and utilities to support an affordable housing development.
  - The total project cost is $26,000,000.
  - Funding from Hacienda Community Development Corporation and CDBG funds.
- Valor Mentoring:
  - Requested $25,000.
  - Van for transporting school-aged youth to and from their facilities.
  - The total project cost is $50,000, with a gap of $30,000.
- Boys & Girls Club:
  - Requested $200,000.
  - Power Hour program helps enhance academic success for low-income students.
- Family Building Blocks:
  - Requested $100,000.
  - Expansion of services at the Norris House location, including hiring additional staff and expanding therapeutic early childhood classrooms.
- Liberty House:
  - Requested $200,000.
  - Expansion of services to provide additional resources for child abuse prevention and early childhood trauma response in North Marion County.

**Other**

- Homeowner Residential Rehabilitation Program:
  - Completed 16 home repairs to date:
    - Replaced roofs, HVAC systems, water heaters, and installed wheelchair ramps.
- The Down Payment Assistance Program:
  - Helped 10 families per year get into homes.
  - Funding available to support 3 down payments going forward with the current annual allocation.
- The board interested in reviewing the selection criteria and process for the Homeowner Residential Rehabilitation Program to ensure an equitable distribution of funds across the county.
- Programs help prevent homelessness and help seniors and low-income residents remain in their homes.

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**Next Steps**

- The board requested additional information from several applicants:
  - Catholic Community Services Foundation:
    - Budget and funding sources.
  - Family Building Blocks:
    - Long-term stabilization plan and funding sources for the program.
  - Liberty House:
    - Data on billable referrals and community partnerships to support the service expansion.
- Breakdown of the 15% administrative percentage for the CDBG funds from staff.
- A follow-up meeting to be scheduled once final CDBG and HOME funding amounts are known from the U.S. Department of Housing and Urban Development:
  - Around July.
  - Allows board to make final funding decisions and allocations.

**Adjourned** – time: 10:48 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

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MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**January 28, 2025. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Kevin Cameron, Danielle Bethell, and Colm Willis.
**Board's Office:** Jan Fritz, Chad Ball, Matt Lawyer, Alvin Klausen, Shawnnell Fuentes, Toni Whitler, Chris Eppley, and Skylar Stangeland.
**Legal Counsel:** Cody Walterman, and Steve Elzinga.
**Sheriff's Office:** Nicholas Hunter, Jeremy Landers, and Jacob Ramsey.
**Public Works:** Greg Walsh, Brandon Reich, Austin Barnes, Kent Inman, Brian May, Roxanne Toepfer, Kevin Thompson, Ryan Crowther, Ryan Wade, Lani Radtke, and Stephanie Pulvers.
**Health and Human Services:** Debbie Wells, Carol Heard, and Phil Blea.
**Community Services:** Steve Dickey, and Kelli Weese.
**Finance**: Jeff White.
**Human Resources:** Sherry Linter.

Jan Fritz called the meeting to order at 9:32 a.m.

INFORMATIONAL:

**1. Investment Policy Adoption**
-Sam Brentano, Jeff White

***Summary of Presentation:***

- The board is required to review and approve the county's annual investment policy, by state law.
- The policy has not changed since it was last reviewed and adopted in 2023.
- The county currently has $290 million invested with its investment advisors, GPA.

***Board Direction:***

- The board approved re-adopting the current investment policy without any changes at the upcoming board meeting.

**2. FY 23-25 Jail-Based Medication of Opioid Use Disorder Program Grant Agreement**
-Commander Jacob Ramsey

***Summary of Presentation:***

- $372,000 in grant funding from the Oregon Criminal Justice Commission.
- Funds will improve the medication-assisted treatment program for opioid use disorder:
    - Provide injectable medications to inmates that are more difficult to divert than oral medications.

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- Will fund an employee to help transition inmates back into the community after receiving treatment.

***Board Direction:***

- The board would like information regarding the source of the funds and the formula used by the Criminal Justice Commission to allocate the funding.

**3. Procedures for Managing Land Use Case Timelines**

-Brandon Reich & Steve Elzinga

***Summary of Presentation:***

- Challenges in managing land use case timelines due to changes in state laws that give applicants certain rights and timelines.
- To give the board an opportunity for a hearing, several procedures are outlined:
    - 30-day initial period before the timeline takes effect, where planning gets land use cases out.
    - The hearings officer must decide within 3 weeks after the record closes.
    - The board has the power to hold a hearing even if the timeline is surpassed, as long as the applicant does not object.

***Board Direction:***

- Explore the possibility of having a backup hearings officer for land use cases.
- Provide feedback on the draft memo regarding procedures for managing timelines on land use cases.

**4. House Bill 3209 – Increase Vehicle Registration Fees**

-Dennis Mansfield

***Summary of Presentation:***

- House Bill 3209 proposes to increase various vehicle registration fees:
    - Create an abandoned RV fund to cover costs of disposing of abandoned RVs.
    - Increase RV registration fees by 50% to support the maintenance of parks.
- Concerns about the equity of the fee, as it places the burden on RV owners rather than all park users.
- The board questioned whether the funding formula adequately accounts for the population of RV users versus the overall population.

***Board Direction:***

- The board indicated it would wait for further discussion and support from the Association of Oregon Counties before taking a position on the bill

**5. Emergency Operations Plan Grant with Oregon Department of Emergency Management for Emergency Operations Planning Services**

-Greg Walsh

***Summary of Presentation:***

- Contract amendment with the state to provide emergency operations planning services for 9 additional cities.
- The original contract was for $87,000, and the amendment would add additional funding.

***Board Direction:***

- The board requested to see the original contract to better understand the scope and costs of the services.

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**6. Alley Vacation – East Side of Trullinger Tracts Subdivision**
-Kent Inman

***Summary of Presentation:***

- Petition to vacate a 20-foot alley on the east side of the Trullinger Tracts subdivision.
- During the utility locates, a PGE line was found in the alley, and a draft easement document has been prepared.
- All abutting landowners have consented to the proposed vacation.

***Board Direction:***

- The board agrees to proceed with this as a consent item at board session.

**7. Mercury Total Maximum Daily Load (TMDL) Construction Site Runoff Control**
-Stephanie Pulvers, Brian May

***Summary of Presentation:***

- Plan to incorporate erosion control requirements into county building permits to comply with mercury TMDL regulations.
- The plan includes three options, with the water quality advisory committee and homebuilders' association preferring the least impactful option:
    - Adds language to building permits referring applicants to educational resources on erosion control, rather than requiring inspections.
- The board emphasized the importance of a complaint-based inspection system and minimizing the impact on development.

***Board Direction:***

- Move forward to try to implement a plan by September 2025.

**8. Request for Approval to Pursue NOAA Fishing Passage Grant**
-Ryan Crowther & Ryan Wade

***Summary of Presentation:***

- Assesses and classifies 13 culverts and 2 bridges for fish passage.
- Covers 100% of the planning and assessment costs, with the county only forfeiting its indirect rate as a match.
- Board concerned of potential enforcing fish passage regulations and the impact on the county's ability to make emergency culvert repairs.

***Board Direction:***

- Schedule a follow-up discussion to address concerns and decide.

**9. Right-of-Way Acquisition at 1023 Connecticut Ave, Salem**
-Ryan Crowther

***Summary of Presentation:***

- Strip of right-of-way from an owner for a sidewalk project on Connecticut Ave.
- The property owner has not been responsive to negotiations, despite attempts by public works to reach an agreement.
- Requesting authorization to proceed with a resolution of eminent domain to acquire the necessary right-of-way.

***Board Direction:***

- The board agreed to proceed with notice provided to the owner ahead of time

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**10. Amendment #1 to Supplemental Project Agreement with ODOT to for Ehlen Road and Butteville NE Roundabout Project**

-Ryan Crowther

***Summary of Presentation:***

- Add $1.75 million in congressionally directed spending to the Ehlen and Butteville Roads roundabout project.
- Funding will be used for preliminary engineering, right-of-way acquisition, and construction of the roundabout project.
- Currently scheduled for construction in 2027.

***Board Direction:***

- Keep the congressional representative's office informed of the progress.
- The board is good with the update.

**11. Behavior Health Customer Satisfaction Survey Review**

-Carol Heard, Phil Blea, Debbie Wells

***Summary of Presentation:***

- The survey was conducted in late 2024, which had a 20% response rate.
- Included feedback on services provided by staff across all client-facing positions:
    - Reception, therapists, case managers, skills trainers, and prescribers.
- The results showed high satisfaction levels, with median scores ranging from 4.75 to 4.47 for all provider roles.
- The open-ended comments highlighted positive feedback about staff supports and a welcoming environment.
- Some concerns about staff workload and emotional support.

***Board Direction:***

- Need to address issues around translation services and new appointment scheduling system impacts.

**12. Mental Health Advisory Committee Appointments, Teresa Joslin, Kara Hunter, and Maria Torres**

-Phil Blea

***Summary of Presentation:***

- Theresa Jocelyn has experience with the persistently mentally ill population and community outreach.
- Kara Hunter has lived experience with mental health challenges and has worked on committees for the last 20 years.
- The board stated the importance of members understanding the committee's role and for the work not being disrupted.

***Board Direction:***

- The board approves all three committee appointments.

**13. Mobile Crisis Services**

-Debbie Wells, Rhett Martin

***Summary of Presentation:***

- Removed from the agenda

***Board Direction:***

- N/A

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**14. Contract Amendments #1, #2 with Peace of Mind Cleaning, LLC for Cleaning Services with HHS**

-Debbie Wells

***Summary of Presentation:***

- This is for cleaning and waste removal services at behavioral health facilities.
- The first amendment extended the contract by one year to February 2025 and updated service rates and locations.
- The second amendment proposes extending the contract by an additional two years to February 2027 and increasing the maximum compensation from $99,000 to $149,000.

***Board Direction:***

- The board requested that the next contract be put out for an RFP to ensure competitive pricing and market rates.
- The board is good to proceed.

**15. IGA Amendment #15 with Oregon Health Authority (OHA) for Decrease of Program Elements Public Health Services for CARES, and OIP Bridge COVID**

- Ryan Matthews

***Summary of Presentation:***

- Decrease funding for certain public health program elements in the 2023-2024 contract with OHA.
- This reflects a reconciliation of unspent funds from the 2017-2019 biennium, which the county will pay back to OHA in the amount of $299,650.
- The board discussed the state's delayed reconciliation process:
    - Impacts fund availability for future use.
    - The county had $808,000 in unspent funds set aside.

***Board Direction:***

- The board is good with the update.

**16. 2017-2019 IGA with OHA Settlement Summary Report Preliminary Settlement Figures**

-Ryan Matthews

***Summary of Presentation:***

- Update on the reconciliation of the 2017-2019 biennium contract with OHA.
- The state determined the county owes $299,650:
    - Will be paid from the $808,000 in unspent funds the county had set aside.
- State’s delayed reconciliation process:
    - Leaves funds tied up for multiple biennia.
    - It is important to resolve these contracts to free up funds for future use.

***Board Direction:***

- The board is good to proceed.

**17. CDBG/HOME Consolidated Plan RFP Review and Funding Options**

-Steve Dickey

***Summary of Presentation:***

- RFP for the next five-year CDBG/HOME Consolidated Plan focus:
    - Affordable housing
    - Infrastructure
    - Social services
    - Economic development

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- It is important that the needs of the community, not just bureaucratic expectations, are met.
- Must avoid the issues experienced with the previous consultant.
- The estimated cost of the consultant is $65,000 to $85,000.
- Potential funding sources:
    - General fund, lottery funds, and HOME funds.

***Board Direction:***

- The board requested more time to review the RFP and provide feedback before it is released.

**18. Appointment of Joseph Billington to Marion County Fair Board**

-Kelli Weese

***Summary of Presentation:***

- Mr. Billington participates on the Fair Board as the Future Farmers of America (FFA) liaison and applied to continue serving on the board.
- Mr. Billington declined the offer to introduce himself at board session.

***Board Direction:***

- The board approved the appointment of Mr. Billington to the Marion County Fair Board.

**19. Self-Insurance Fund Payment to Public Works for House Mountain Generator Fire**

-Tamra Goettsch

***Summary of Presentation:***

- Marion County Public works requested reimbursement from the self-insurance fund for $217,456.69 in costs associated with repairs from a fire on House Mountain.
- The fire damaged generators and other operations on House Mountain:
    - The costs have been documented and vetted.

***Board Direction:***

- The board authorized the reimbursement to be processed, with the understanding that the county is still waiting for the insurance claim to be settled.

**20. Update Public Hearing Procedure – Land Use**

-Cody Walterman

***Summary of Presentation:***

- The focus was on the opening statement the board provides at the beginning of the land use public hearings.
- The opening statement has been updated to reflect the requirements in the county code and state statute.
- The updated opening statement acknowledges there is no ex parte communications and that the board will be reviewing the applicable criteria.
- Planning staff will clearly state the applicable criteria at the start of the hearing, in addition to the board reading the updated opening statement.
- The goal of the updated procedure is to provide the board with better control over witness testimony and ensure proper appeals if necessary.
- The board was assured that planning staff are managing the workload and communicating with the hearings officer to prevent delays in decisions.

***Board Direction:***

- The board is good to proceed.

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**21. Legislative Update**
-Alvin Klausen
***Summary of Presentation:***
- House Bill 3119:
    - Prohibits the Department of Environmental Quality from implementing or enforcing the Advanced Clean Trucks regulations before January 1, 2027.
    - Would delay the implementation of the California Advanced Clean Trucks regulation in Oregon.
- Reviewed draft talking points and a one-pager on the benefits of waste energy, which will be used for upcoming legislative hearings.
- The board was updated on the status of federal funding for county projects, including the potential freeze on COPS and other grant funds.
- The board directed staff to coordinate access to the legislative tracking tool with relevant department heads.

***Board Direction:***
- Provide a fiscal analysis on the impact of House Bill 3119 (the California Advanced Clean Trucks regulation) on Marion County's fleet.
- Coordinate with other departments and organizations to have representatives testify at the upcoming hearing on the waste energy bill.
- Request that the draft materials be reviewed by staff before dissemination.
- Provide the board with a list of staff who should have access to the legislative tracking tool.

**22. Board Session Agenda**
-Commissioner Bethell
- Overview the agenda.

***Board Direction:***
- The board is good to proceed.

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<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>
**Commissioner Danielle Bethell**
- Met with Siletz Tribal Chairwoman Dee Pigsley:
    - Discussed natural resources.
- Reached out to Grand Ronde to restart regular meetings:
    - Have not occurred for almost a decade.

**Commissioner Kevin Cameron**
- City of Salem meeting:
    - Memorandum of understanding with the Grand Ronde Tribe for payment in lieu of taxes.
- Solid Waste Management Advisory Council (SWMAC) meeting.
- Aviation Grant Review meeting.
- City Club:
    - Presentation on the city's budget.

**Commissioner Colm Willis**
- N/A

<u>OTHER</u>
**Adjourned** – time: 11:46 a.m.

**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

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MARION COUNTY BOARD OF COMMISSIONERS

# Work Session Summary Minutes

## 2025-26 CDBG / HOME Project Funding Direction

April 1, 2025. 1:30 PM
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Colm Willis, and Danielle Bethell.
**Board's Office:** Matt Lawyer, Trevor Lane, Heather Inyama, Alvin Klausen, and Jan Fritz
**Legal Counsel:** Steve Elzinga.
**Community Services:** Steve Dickey, Kelli Weese, and Sheila Roberts.

Commissioner Danielle Bethell called the meeting to order at 1:34 p.m.

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**Summary**
There were 9 applications received, totaling $2.5 million. Key projects included Catholic Community Services' $250,000 for space renovation, Marion County Housing Authority $500,000 for the demolition and construction of permanent farm worker housing, Marion & Polk Food Share $500,00 for the purchase of a new facility and Santiam Memorial Hospital's $500,000 for renovation to create a regional women's health clinic. City of Silverton $262,000 street extension to support low-income housing and the consideration of funding for the Marion Homeowner Residential Rehabilitation Program. Discussed the need of clear communication on funding policies and the potential for amendments to applications. Specific concerns were raised about the financial stability of Church of the Park and the need for detailed plans from applicants like Family Building Blocks and Liberty House. The board aims to finalize funding recommendations by the next work session.

**Funding; Application Overview**

- Total CDBG funding:
  - Estimated CDBG public service funding is $198,930.
  - Estimated CDBG non-public service funding is $862,030.
- There is a 20% administrative cost allocation:
  - Concerns raised about high administrative percentage.
  - Staffing includes personnel from CDBG and HOME programs.
  - Half-time contract specialist shared across multiple departments.
- Nine total applications received for 2025-2026 funding cycle:
  - Non-Public Service Applications:
    - Catholic Community Services:
      - $250,000 for space renovation and kitchen equipment.
    - Marion County Housing Authority:
      - $500,000 for farm worker housing infrastructure.

        - Marion Polk Food Share:
            - $500,000 for new facility purchase.
        - Santiam Memorial Hospital:
            - $500,000 for women's health space renovation.
        - City of Silverton:
            - $262,000 for street extension supporting low-income housing.
        - Marion County Homeowner Residential Rehabilitation Program.
    - Public Service Applications:
        - Valor Mentoring:
            - $250,000 for coffee shop/cafe opening.
        - Boys and Girls Club:
            - $200,000 for operating funds (potentially withdrawn).
        - Family Building Blocks:
            - $100,000 for Doris House service expansion
        - Liberty House:
            - Operating expenses for North Marion County expansion.

**25-26 CDBG/HOME Applications Direction**

- Amendment Policy Discussion:
    - No formal written policy on funding amendments.
    - Consensus to allow amendments for this funding cycle.
    - Recommendation to create clear guidelines for future applications.
- Project Prioritization Considerations:
    - Preference for one-time project funding over ongoing operational costs.
    - Emphasis on detailed project plans and financial transparency.
    - Specific concerns about:
        - City of Silverton's SDC forgiveness.
        - Hospital funding requests.
        - Operational sustainability of proposed projects.
- Preliminary Funding Priorities:
    - Catholic Community Services kitchen project.
    - Marion Public Food Share (suggested $100,000).
    - Santiam Hospital emergency services/ambulance bay.
    - Potential support for Valor Mentoring and Liberty House.

**Next Steps**

- Request comprehensive budget details from:
    - Valor Mentoring (project scale, minimum funding needs).
    - Family Building Blocks (operational costs, expansion details).
    - Liberty House (one-time funding application).
    - Santiam Hospital (project priorities).
- Administrative Process:
    - Schedule follow-up meeting.
    - Prepare for annual action plan drafting.
    - Await official United States Department of Housing and Urban Development (HUD) funding allocation.
    - Conduct 30-day public comment period.
    - Schedule final public hearing for funding decisions.
- Additional Recommendations:
    - Develop clear communication about funding preferences.

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    - Create written guidelines for future grant applications.
    - Improve transparency in project evaluation process.
    - Establish more rigorous project planning requirements.
- Potential Future Improvements:
    - Review 20% administrative cost allocation.
    - Develop more structured amendment process.
    - Create more detailed application requirements.
    - Establish clearer funding priority guidelines.

**Adjourned** – time: 2:30 p.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

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MARION COUNTY BOARD OF COMMISSIONERS

# Work Session Summary Minutes

## 2025-26 CDBG/HOME Project Funding Direction

May 1, 2025. 1:30 PM
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Kevin Cameron, Colm Willis, and Danielle Bethell.
**Board's Office:** Trevor Lane, Heather Inyama, and Matt Lawyer.
**Legal Counsel:** Steve Elzinga, and Cody Walterman
**Community Services:** Sheila Roberts, Kelli Weese, and Steve Dickey

Commissioner Colm Willis called the meeting to order at 1:30 p.m.

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**Review of 4/1/25 Follow-Up Materials from Applicants**

- Reviewed responses from applicants after January, and April work sessions.
- Catholic Community Services provided clarification on equipment ownership with Church at the Park:
  - The lease agreement will specify equipment ownership if the project is not completed
- Family Building Blocks detailed expansion plan:
  - $100,000 would increase staffing from 6 to 11 Full Time Equivalents (FTE).
  - New positions include two teachers, one receptionist, and one kitchen staff.
  - The sustainability plan includes fundraising and potential classroom leasing.
- Liberty House explained the North Marion County expansion:
  - $200,000 request for startup services.
  - Funding would cover staff salaries and initial lease costs.
  - Anticipate becoming self-sustaining after establishing client base.
- Santiam Hospital discussed the Resiliency Center project:
  - Ambulance base to be located separately near Cascade Highway and Highway 22.
  - Previous ARPA funding of $1 million for generator.
- Valor Mentoring confirmed funding needs:
  - $100,000 minimum considered meaningful for project implementation.

**25-26 CDBG/HOME Applications Direction**

- Public Service Projects Funding:
  - $98,930 to Family Building Blocks.
  - $50,000 to Liberty House.
  - $50,000 to Valor Mentoring.
- Other Project Funding:
  - $225,000 to Catholic Community Services.

    - $300,000 to Marion Polk Food Share.
    - $337,030 to Homeowner Rehabilitation Program
- Specific Decisions:
    - Rejected Santiam Hospital's Resiliency Center project.
    - Expressed interest in future ambulance bay project funding.
    - Noted existing $250,000 from previous year's award not yet executed.

**Next Steps**

- Wait for United States Department of Housing and Urban Development (HUD) to drop official funding amounts.
- Prepare for potential special hearing if funds are not released soon.
- Follow up Santiam Hospital about the ambulance bay project.
- Staff prepare draft documents with potential funding scenarios.
- Anticipate potential extension of submission deadlines due to congressional budget process.

**Adjourned** – time: 2:40 p.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

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MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**May 13, 2025. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Kevin Cameron, and Colm Willis.
**Board's Office:** Chad Ball, Chris Eppley, Trevor Lane, Heather Inyama, Matt Lawyer, and Toni Whitler.
**Legal Counsel:** Steve Elzinga, and Marissa Terwilliger.
**Public Works:** Austin Barnes, John Speckman, Carl Lunds, Steve Preszler, Scott Wilson, and Brian Nicholas.
**Health and Human Services:** Rhett Martin, Naomi Hudkins, Christina Bertschi, and Debbie Wells.
**Information Technology:** Eric Reid.
**Business Services:** Terry Stoner.
**Community Services:** Steve Dickey, Ashley Jackson, and Sheila Roberts.
**Assessor's Office:** Nate Combs.

Colm Willis called the meeting to order at 10:00 a.m.

INFORMATIONAL:

**1. Contract with Pictometry International Corp. for GIS Imagery Data**
-Tom Rohlfing/Nate Combs
**Summary of Presentation:**

- A two-year contract for $228,000 annually.
- The total budgeted amount is $275,000.
- Previously used in 2016, 2019, 2021, and 2023.
- Provides ortho-mosaic and oblique imagery.
- Includes web capture form and Application Programming Interface (API) for viewing imagery.

**Board Direction:**

- Approved for the May 28, 2025, board session.

**2. Contract with Blacktop Northwest, LLC for Delivery and Application of Soil Stabilization Products**
-Scott Wilson
**Summary of Presentation:**

- Petroleum-based product for gravel road stabilization.
- Targets 9+ miles of high-maintenance road sections.
- For fiscal year 2025-2026 with a budget of $125,000.

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- Reduces dust, prevents washboarding.
- Only one responsive bid was received.
- Helps to reduce annual gravel road maintenance costs.

**Board Direction:**
- Approved May 28, 2025, board session.

**3. Contract with Mid Valley Excavation, LLC for Guardrail Replacement Project 2025**
-Ryan Crowther
**Summary of Presentation:**
- Total project cost is $111,770.
- Replacing guardrails on Viewcrest and Skyline roads.
- Short sections located on sharp curves.

**Board Direction:**
- Approved to move forward.
- Requested slide show presentation.
- Scheduled for May 28, 2025, board session.

**4. Marion County Planning Commission Reappointments**
- **George Grabenhorst, Reappointment**
- **Dennis Pearson, Reappointment**
- **Britany Randall, Reappointment**

-John Speckman
**Summary of Presentation:**
- Their terms are expiring May 31, 2025.
- The recruitment period was April 25th - May 9th.

**Board Direction:**
- Approved for May 28, 2025, board session.

**5. Marion County Radio Project – Generator Purchases**
-Brian Nicholas
**Summary of Presentation:**
- Purchasing 6-7 generators.
- Price adjustment to include Customs and Trade (CAT) tax.
- Electronic controls are compatible with radio systems.
- Part of broader radio project infrastructure.

**Board Direction:**
- Approved to move forward.
- Scheduled for May 28, 2025, board session.

**6. Marion County Emergency Operation Plan Update**
-Brian May
**Summary of Presentation:**
- The current plan expires June 30.
- Transitioning from emergency support functions to lifeline functions.

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- Draft plan ready for board dissemination.
- Aims to create a more cohesive emergency response team.
- Maintains eligibility for Federal Emergency Management Agency (FEMA) funding.

**Board Direction:**
- Approved draft plan distribution.
- Requested redline version of changes.
- Work session planned for July 2025.

**7. Seeking Approval for 2025 Health Related Social Needs Community Capacity Grant**
-Naomi Hudkins
**Summary of Presentation:**
- The first round received $780,000.
- Second round targeting:
  - A 0.5 Full Time Equivalent (FTE) registered dietitian.
  - Additional navigator position.
- Supports nutrition services and housing.
- Becoming co-convener organization with Polk County.
- Grant application is due May 31.
- Total available funding is $5.5 million.

**Board Direction:**
- Approved to move forward.

**8. Mobile Crisis Services**
-Debbie Wells, Rhett Martin
**Summary of Presentation:**
- Total contract value is $627,280.
- Funding breakdown:
  - $550,000 from grant.
  - Remaining funds from opioid settlement and funds from House Bill 4002.
- Pairs a law enforcement with qualified mental health professional.

**Board Direction:**
- Approved to move forward.
- Scheduled for May 28, 2025, board session.

**9. Guaranteed Detention Beds for Washington County**
-Troy Gregg
**Summary of Presentation:**
- There are 16 guaranteed new beds for Washington County and 4 existing for Clackamas County.
- Total of 20 beds managed by Marion County for others.
- Three-year contract with 5% annual increase.
- Brings total contract value to approximately $12 million over four years.

**Board Direction:**
- Approved contract with modification
- Add requirements for annual facility tour.

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- Scheduled for May 28, 2025, board session.

**10. CDBG & HOME Consolidated Plan Development Contract Award**
-Steve Dickey
**Summary of Presentation:**
- Cloudburst Consulting Group selected.
- Total contract cost is $75,000.
- Only firm with Oregon-based staff.
- Four planned meetings with commissioners.
- Developing five-year Consolidated Plan.
- The submission deadline is May 2026.

**Board Direction:**
- Approved to move forward.
- Scheduled for May 28, 2025, board session.

**11. Contract Amendment #1 with Professional Credit Services for Debt Collections**
-Jeff White
**Summary of Presentation:**
- The extended contract value is up to amount of $200,000.
- Covers period through June 2025.
- Allows time to complete the Request for Proposal process.

**Board Direction:**
- Approved to move forward.

**12. Review of Request for Proposal for Debt Collections**
-Jeff White
**Summary of Presentation:**
- The current collection agency is Professional Credit Services.
- Total accounts over 10 years are 44,000.
- Total account value is nearly $20 million.
- Collected $6 million.
- Considerations include:
    - Translation services.
    - Local office presence.
    - Handling of existing accounts.

**Board Direction:**
- Approved to move forward
- Requested exploration of multiple vendor options.

**13. Lease for 3876 Beverly Ave Building G**
-Tamra Goettsch
**Summary of Presentation:**
- One-year lease extension to June 30, 2026.
- Allows time for health building first-floor remodeling.
- Anticipated final extension.

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**Board Direction:**
- Approved for a final extension.

**14. Marion County Fair Schedule of Events**
-Gary White, Shawnnell Fuentes
**Summary of Presentation:**
- The date of the event is July 10, 2025.
- Pie judging at 4:30 PM.
- Volunteer awards are at 5:15 PM:
    - Veteran recognition to follow.
- Legislative dinner at the end.
    - Invited guests: Mayors, state representatives, judges.

**Board Direction:**
- Approved to move forward with the event schedule.
- Agreed to invite mayors, state representatives, and judges.
- Commissioners to personally invite guests.

**15. Board Session Agenda Review**
-Commissioner Danielle Bethell
**Summary of Presentation:**
- Overview of agenda.

**Board Direction:**
- Focused on meeting efficiency.
- Commitment to staying on schedule.
- Anticipating quick resolution of most items.

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<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>
**Commissioner Danielle Bethell**
- N/A

**Commissioner Kevin Cameron**
- N/A

**Commissioner Colm Willis**
- N/A

<u>Other</u>
**Transient Occupancy Tax (TOT) House Bill 3962**
-Chris Eppley
**Summary of Presentation:**
- Bill will allow counties and cities receiving transit occupancy tax to use post-2003 restricted funds for tourism-impacted services.
- Bill proponents are Representatives Nathanson and Walters
- Association of Oregon Counties (AOC) asked for information from counties to support the bill.

**Board Direction:**

- Will not provide supporting information.
- Concerns about potential misuse of TOT funds.
- Suggested gathering broader information about TOT collection across cities.

**Adjourned** – time: 11:23 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

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# Public Notices

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# NOTICE OF PUBLIC HEARING AND PUBLIC COMMENT

## MARION COUNTY, OREGON
## PROPOSED AMENDMENT
## TO ANNUAL ACTION PLAN (CDBG)

Notice is hereby given that Marion County, Oregon proposes to amend its U.S. Department of Housing and Urban Development (HUD) Annual Action Plan for fiscal years 2022-23 to reprogram unused Community Development Block Grant (CDBG) funds from the accounts below to be used in FY 2024-2025. The funds targeted for reprogramming consist of unused funds, balances for programs that no longer exist, or are funds unlikely to be used in a timely manner. If these funds are not expended, the County's federal grant allocations will be at risk of recapture by the U.S. Department of Housing and Urban Development (HUD). Funds will be allocated for activities that will allow for timely expenditures.

In accordance with Consolidated Plan requirements at 24 CFR Part 91 Subpart B and the County's Citizen Participation Plan, the Community Services Department (MCCS) has posted the changes to the Action Plan through this Substantial Amendment in order to provide opportunity for public comment. The public review period will begin on September 24, 2024, and end on October 25, 2024. A Public Hearing will be held by the Board of Commissioners on October 30, 2024, at 9:00 am. The Public Hearing will be held in the Senator Hearing Room, Marion County Courthouse Square, 555 Court St. NE, Salem, OR 97301.

A summary of the proposed changes are as follows:

**Project Reducing Funding or Being Canceled**

| Funding Source | Project | Current Funding | Amount to Reduce |
|---|---|---|---|
| **HOME** | **Habitat for Humanity** | **$250,000** | **$250,000** |
| **CDBG** | **TBD** | **$406,957** | **$406,957** |

**Project Receiving Additional Funding or Being Added**

| Funding Source | Project | Current Funding | Amount to Add |
|---|---|---|---|
| **HOME** | **Homebuyer Assistance** | **$228,974** | **$250,000** |
| **CDBG** | **Mt. Angel Street Improvement** | **$292,364** | **$207,636** |
| **CDBG** | **Homeowner Rehab** | **$0** | **$199,321** |

Hard copies of the detailed accounts are available and anyone wishing to comment on these proposed changes may transmit such comments in writing to the address below:

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Marion County
Community Services Department
P.O. Box 14500
555 Court St NE, Suite 1236
Salem, OR 97309
E-mail address: CommunityServices@co.marion.or.us

In addition, questions may be directed to the Community Services Department at: (503) 588- 7975. Public comments will be received for a minimum of 30 days from the date of this publication.

The Substantial Amendment is subject to approval by the Marion County Board of Commissioners.

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# AVISO DE AUDIENCIA PUBLICA Y COMENTARIOS PUBLICOS

## MARION COUNTY, OREGÓN
## PROPUESTA DE ENMIENDACION
## AL PLAN DE ACCIÓN ANUAL (CDBG)

Por la presente se da aviso que el condado de Marion, Oregón, propone enmendar su Plan de Acción Anual del Departamento de Vivienda y Desarrollo Urbano de EE. UU. (HUD, por sus siglas en inglés), para el año fiscal 2022-2023 para reprogramar los fondos no utilizados de Subvención en Bloque para el Desarrollo Comunitario (CDBG por sus siglas en inglés), de las cuentas a continuación y asignar estos fondos para el año fiscal 2024-2025. Los fondos destinados para reprogramación consisten en fondos no utilizados, saldos de programas que ya no existen, o fondos que probablemente no se utilizarán de manera oportuna. Si estos fondos no se gastan, las asignaciones de subvenciones federales del Condado correrán el riesgo de ser recuperadas por HUD. Se asignarán fondos para actividades que permitan realizar gastos puntuales.

De acuerdo con los requisitos del Plan Consolidado en 24 CFR Parte 91 Subparte B y el Plan de Participación Ciudadana del Condado, el Departamento de Servicios Comunitarios (MCCS por sus signos en inglés) ha publicado los cambios al Plan de Acción a través de esta Enmienda Sustancial para brindar la oportunidad de comentarios públicos. El período de revisión pública comenzará el 24 de septiembre del 2024 y finalizará el 25 de octubre del 2024. La Junta de Comisionados llevará a cabo una Audiencia Pública el 24 de octubre del 2024 a las 9:00 am. La Audiencia Pública se llevará a cabo en la Sala de Audiencias del Senado, Marion County Courthouse Square, 555 Court St. NE, Salem, OR 97301.

A continuación se presenta un resumen de los cambios propuestos:

**Proyecto Recibiendo Reducción de Financiación o Siendo Cancelado**

| Fuente de Financiación | Proyecto | Financiación Actual | Cantidad para Reducir |
|---|---|---|---|
| **HOME** | **Habitat for Humanity** | **$250,000** | **$250,000** |
| **CDBG** | **por determinar** | **$406,957** | **$406,957** |

**Proyecto recibiendo financiación adicional o siendo añadido**

| Fuente de Financiación | Proyecto | Financiación Actual | Cantidad para Añadir |
|---|---|---|---|
| **HOME** | **Asistencia para Comprador de Vivienda** | **$228,975** | **$250,000** |
| **CDBG** | **Mejoramiento de la calle Mt. Angel** | **$292,364** | **$207,636** |
| **CDBG** | **Rehabilitación de Vivienda** | **$0** | **$199,321** |

Las copias impresas de las cuentas detalladas están disponibles y cualquier persona que

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desee comentar sobre estos cambios propuestos puede transmitir dichos comentarios por escrito a la dirección que se indica a continuación:

Marion County
Community Services Department
P.O. Box 14500
555 Court St NE, Suite 1236
Salem, OR 97309
Correo electrónico: CommunityServices@co.marion.or.us

In adición, las preguntas pueden dirigirse al MCCS al: (503) 588-7975. Los comentarios públicos se recibirán durante un mínimo de 30 días a partir de la fecha de esta publicación.

La Enmienda Sustancial está sujeta a la aprobación de la Junta de Comisionados del Condado de Marion.

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Carpenter Media Group
OREGON
NEW MAILING ADDRESS - P.O. Box 45, West Linn, Oregon 97068

P.O. Box 45 West Linn, OR 97068
Phone: 503-684-0360 Fax: 503-620-3433
E-mail: legals@commnewspapers.com

# AFFIDAVIT OF PUBLICATION

State of Oregon, County of Marion, ss I, Kristine Humphries, being first duly sworn, depose and say that I am the Principal Clerk of the Business Tribune, a newspaper of general circulation, published in Marion County, Oregon, as defined by ORS 193.010 and 193.020, that

**Ad#: 336673**
**Owner: Marion County**
**Description: PUBLIC NOTICE**
**NOTICE OF PUBLIC HEARING**

**SEE EXHIBIT A**

A copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 week(s) in the following issue:
**08/20/2024**

Kristine Humphries (Principal Clerk)

Subscribed and sworn to before me this 08/20/2024.

NOTARY PUBLIC FOR OREGON

Acct #: 147178
**Attn: TERRI DARVELL**
MARION COUNTY COMMUNITY SERVICES
555 COURT ST, NE STE 3120
SALEM, OR 97301

OFFICIAL STAMP
DESERI KIM CERRUTI
NOTARY PUBLIC - OREGON
COMMISSION NO. 1014575
MY COMMISSION EXPIRES JULY 18, 2025

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**PUBLIC NOTICE**
**NOTICE OF PUBLIC HEARING**

**Notice of Public Hearing and Comment Period on Marion County's Consolidated Annual Performance and Evaluation Report (CAPER)**

Marion County's Community Development Division announces a 15-day comment period on its 2023 Consolidated Annual Performance and Evaluation Report (CAPER), prior to the submission of the report to the U.S. Department of Housing and Urban Development (HUD). The public comment period is August 20, 2024 – September 4, 2024. The Draft CAPER report can be found at: www.co.marion.or.us/CS/Pages/Community-Development. The CAPER summarizes annual accomplishments and assesses progress toward meeting the vision in the Consolidated Plan for the use of Community Development Block (CDBG) and HOME Investment Partnership funds.

A public hearing will be held on Wednesday, September 18, 2024 at 9:30 a.m. in the Senator Hearing Room located at 555 Court Street NE, Salem OR. 97301.

Comments may be submitted in writing from August 20, 2024 through September 4, 2024 to Steve Dickey, CDBG/HOME Program Manager, P.O. Box 14500 Salem, OR. 97309 or sent via e-mail to: sdickey@co.marion.or.us.

If you require interpreter assistance, an assistive listening device, large print material or other accommodations, please call 503-588-5212 at least 48 hours in advance of the meeting. TTY 503-588-5168

**AVISO PÚBLICO**
**AVISO DE AUDIENCIA PÚBLICA**

**Aviso de Audiencia Pública y Periodo de Comentarios sobre el Informe Anual Consolidado de Rendimiento y Evaluación del Condado de Marion (CAPER)**

La División de Desarrollo Comunitario del Condado de Marion anuncia un período de comentarios de 15 días sobre su Informe Anual Consolidado de Rendimiento y Evaluación (CAPER) de 2023, antes de la presentación del informe al Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD). El período de comentarios públicos es del 20 de agosto al 4 de septiembre de 2024. El borrador del informe CAPER se puede encontrar en: www.co.marion.or.us/CS/Pages/Community-Development. El resumen del CAPER resume los logros anuales y quinquenales y evalúa el progreso hacia el cumplimiento de la visión en el Plan Consolidado para el uso los fondos de Subvención en Bloque para el Desarrollo Comunitario (CDBG) y Programa de Sociedades para la Inversión de Vivienda (HOME).

Se celebrará una audiencia pública el miércoles 18 de septiembre de 2024 a las 9:30 a.m. en la Sala de Audiencias del Senador ubicada en 555 Court Street NE, Salem OR. 97301

Los comentarios pueden presentarse por escrito el 20 de agosto del 2024 hasta el 4 de septiembre de 2024 a Steve Dickey, Gerente del Programa CDBG/HOME, P.O. Box 14500 Salem, OR. 97309 o por correo electrónico a sdickey@co.marion.or.us.

Si necesita servicios de interpretación, un equipo auditivo, material copiado en letra grande o cualquier otra acomodación, por favor llame al 503-588-5212 al menos 48 horas antes de la reunión. TTY 503-588-5168

Published August 20, 2024.

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PUBLIC NOTICE

NOTICE OF PUBLIC HEARING

DRAFT ANNUAL ACTION PLAN FOR LOCAL FISCAL YEAR 2025-2026
PROJECTED USE OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) and
HOME INVESTMENT PARTNERSHIPS (HOME) FUNDS

**Purpose of Annual Action Plan**: The Annual Action Plan presents a strategy for the use of CDBG and HOME Funds expected to be received from the U.S. Department of Housing and Urban Development .Marion County intends to allocate these funds during Local Fiscal Year 2025-2026 forligible activities to achieve objectives of the County's Consolidated Plan.

**Public Comments on Annual Action Plan**: The Draft Annual Action Plan for FY 2025-2026 will be available on the Marion County Community Services website beginning June 2, 2025. Residents without access to the internet can contact Steve Dickey, CDBG/HOME Program Manager at 555 Court Street NE P.O. Box 14500 Salem, OR 97309 to request a printed copy. Oral and written comments received by 5:00 p.m. on July 7, 2025, will be considered and changes made if such changes are deemed appropriate prior to submitting the final plan to HUD. A summary of all comments, with reasons provided for any comments not incorporated, will be included in the Annual Action Plan submitted to HUD.

A Public Hearing will be held on July 9, 2025, at 9:00 a.m. in the Senator Hearing Room located at 555 Court Street NE, Salem OR 97301.

**Access by Persons with Disabilities and Limited English Persons**: Copies of the Draft Annual Action Plan and/or an executive summary will be made available in a form accessible to persons with disabilities and persons with limited English proficiency upon request. If you require interpreter assistance, an assistive listening device, large print material or other accommodation, call 503-588-7975 at least 48 hours in advance of the meeting. Hearing impaired persons are encouraged to use the relay service at (800) 735-2900 should they wish to call the above offices.

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AVISO PÚBLICO

AVISO DE AUDIENCIA PÚBLICA

PROYECTO DE PLAN DE ACCIÓN ANUAL PARA EL EJERCICIO FISCAL LOCAL 2025-2026

PROYECCIÓN DE UTILIZACIÓN DE LOS FONDOS DE LA SUBVENCIÓN DE DESARROLLO COMUNITARIO (CDBG) y DE LAS SOCIEDADES DE INVERSIÓN EN EL HOGAR (HOME)

**Propósito del Plan de Acción Anual**: El Plan de Acción Anual presenta una estrategia detallada para el uso de los Fondos CDBG y HOME que se espera reciba el Condado durante el Año Fiscal Local 2025-2026 para implementar actividades elegibles en el logro de los objetivos del Plan Consolidado del Condado: Año Fiscal 2021-2025.

**Comentarios públicos sobre el Plan de Acción Anual**: El proyecto del Plan de Acción Anual para el año fiscal 2025-2026 estará disponible en el sitio web de los Servicios Comunitarios del condado de Marion a partir del 2 de Junio de 2025. Los residentes que no tienen acceso a Internet pueden ponerse en contacto con Steve Dickey, Gerente del Programa CDBG/HOME en 555 Court Street NE P.O. Box 14500 Salem, OR 97309 para solicitar una copia imprimida. Los comentarios orales y escritos que se reciban hasta las 5:00 p.m. del 7 de Julio de 2025, serán considerados y se harán cambios si se consideran apropiados antes de presentar el plan final al HUD. Se incluirá un resumen de todos los comentarios, con las razones de cualquier comentario no incorporado, en el Plan de Acción Anual presentado al HUD.

Se realizará una Audiencia Pública el 9 de Julio de 2025, a las 9:00 a.m. en la Sala de Audiencias del Senador ubicada en 555 Court Street NE, Salem OR 97301.

**Acceso de personas con discapacidades y de personas con un nivel de inglés limitado**: Se pondrán a disposición copias del Proyecto de Plan de Acción Anual y/o un resumen ejecutivo en una forma accesible para las personas con discapacidades y personas con conocimientos limitados de inglés, a petición de los interesados. Si necesita la ayuda de un intérprete, un dispositivo de ayuda a la audición, material con letra grande u otras adaptaciones, llame al 503-588-7975 por lo menos 48 horas antes de la reunión. Se anima a las personas con discapacidad auditiva a utilizar el servicio de retransmisión al 503-588-5168 si desean llamar a las oficinas mencionadas.

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# CDBG and HOME
# SF-424 Forms and Certification Forms

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C

OMB Number: 4040-0004
Expiration Date: 11/30/2025

## Application for Federal Assistance SF-424

| * 1. Type of Submission: | * 2. Type of Application: | * If Revision, select appropriate letter(s): |
|---|---|---|
| ☐ Preapplication | ☒ New | |
| ☒ Application | ☐ Continuation | * Other (Specify): |
| ☐ Changed/Corrected Application | ☐ Revision | |

| * 3. Date Received: | 4. Applicant Identifier: |
|---|---|
| 07/09/2025 | |

| 5a. Federal Entity Identifier: | 5b. Federal Award Identifier: |
|---|---|
| | |

**State Use Only:**

| 6. Date Received by State: | 7. State Application Identifier: |
|---|---|
| | |

**8. APPLICANT INFORMATION:**

| | |
|---|---|
| * a. Legal Name: | Marion County |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): | 93-6002307 |
| * c. UEI: | V41YWDPFVWW8 |

**d. Address:**

| | |
|---|---|
| * Street1: | 555 Court Street #1236 |
| Street2: | |
| * City: | Salem |
| County/Parish: | |
| * State: | OR: Oregon |
| Province: | |
| * Country: | USA: UNITED STATES |
| * Zip / Postal Code: | 97301-3736 |

**e. Organizational Unit:**

| Department Name: | Division Name: |
|---|---|
| | |

**f. Name and contact information of person to be contacted on matters involving this application:**

| | | | |
|---|---|---|---|
| Prefix: | | * First Name: | Steve |
| Middle Name: | | | |
| * Last Name: | Dickey | | |
| Suffix: | | | |

| | |
|---|---|
| Title: | |
| Organizational Affiliation: | |
| * Telephone Number: | 503-373-4334 |
| Fax Number: | |
| * Email: | sdickey@co.marion.or.us |

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## Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

US Department of Housing and Urban Development

**11. Assistance Listing Number:**

14.218

Assistance Listing Title:

Community Development Block Grants/Entitlement Grants

*** 12. Funding Opportunity Number:**

* Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

2025 CDBG Community Development

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

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## Application for Federal Assistance SF-424

**16. Congressional Districts Of:**

* a. Applicant: OR-006 | * b. Program/Project: OR-006

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

**17. Proposed Project:**

* a. Start Date: 07/01/2025 | * b. End Date: 06/30/2026

**18. Estimated Funding ($):**

| | |
|---|---|
| * a. Federal | 1,420,109.00 |
| * b. Applicant | |
| * c. State | |
| * d. Local | |
| * e. Other | |
| * f. Program Income | 50,000.00 |
| * g. TOTAL | 1,470,109.00 |

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

**21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

| | |
|---|---|
| Prefix: | |
| * First Name: | Jan |
| Middle Name: | |
| * Last Name: | Fritz |
| Suffix: | |
| * Title: | Chief Administrative Officer |
| * Telephone Number: | (503) 588-5212 |
| Fax Number: | |
| * Email: | jfritz@co.marion.or.us |
| * Signature of Authorized Representative: | Jan Fritz |
| * Date Signed: | 5/28/2025 |

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H.

OMB Number: 4040-0004
Expiration Date: 11/30/2025

## Application for Federal Assistance SF-424

| * 1. Type of Submission: | * 2. Type of Application: | * If Revision, select appropriate letter(s): |
|---|---|---|
| ☐ Preapplication | ☒ New | |
| ☒ Application | ☐ Continuation | * Other (Specify): |
| ☐ Changed/Corrected Application | ☐ Revision | |

| * 3. Date Received: | 4. Applicant Identifier: |
|---|---|
| 07/09/2025 | |

| 5a. Federal Entity Identifier: | 5b. Federal Award Identifier: |
|---|---|
| | |

**State Use Only:**

| 6. Date Received by State: | 7. State Application Identifier: |
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| | |

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| | |
|---|---|
| * a. Legal Name: | Marion County |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): | 93-6002307 |
| * c. UEI: | V41YWDPFVWW8 |

**d. Address:**

| | |
|---|---|
| * Street1: | 555 Court Street #1236 |
| Street2: | |
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| County/Parish: | |
| * State: | OR: Oregon |
| Province: | |
| * Country: | USA: UNITED STATES |
| * Zip / Postal Code: | 97301-3736 |

**e. Organizational Unit:**

| Department Name: | Division Name: |
|---|---|
| | |

**f. Name and contact information of person to be contacted on matters involving this application:**

| | | | |
|---|---|---|---|
| Prefix: | | * First Name: | Steve |
| Middle Name: | | | |
| * Last Name: | Dickey | | |
| Suffix: | | | |

| | |
|---|---|
| Title: | |
| Organizational Affiliation: | |
| * Telephone Number: | 503-373-4334 |
| Fax Number: | |
| * Email: | sdickey@co.marion.or.us |

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## Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

US Department of Housing and Urban Development

**11. Assistance Listing Number:**

14.239

Assistance Listing Title:

HOME Investment Partnerships Program

*** 12. Funding Opportunity Number:**

* Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

2025 HOME Investment Partnerships (Homebuyer Assistance)

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

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## Application for Federal Assistance SF-424

**16. Congressional Districts Of:**

* a. Applicant: OR-006 * b. Program/Project: OR-006

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

**17. Proposed Project:**

* a. Start Date: 07/01/2025 * b. End Date: 06/30/2026

**18. Estimated Funding ($):**

| | |
|---|---|
| * a. Federal | 494,533.61 |
| * b. Applicant | |
| * c. State | |
| * d. Local | |
| * e. Other | |
| * f. Program Income | |
| * g. TOTAL | 494,533.61 |

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

**21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix: * First Name: Jan

Middle Name:

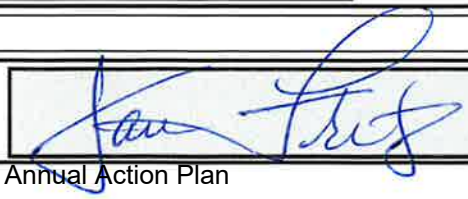
* Last Name: Fritz

Suffix:

* Title: Chief Administrative Officer

* Telephone Number: (503) 588-5212 Fax Number:

* Email: jfritz@co.marion.or.us

* Signature of Authorized Representative:  * Date Signed: 5/28/2025

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## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan --** It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3 --** It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

Signature of Authorized Official

5/28/2025
Date

Chief Administrative Officer
Title

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**Specific Community Development Block Grant Certifications**

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2024,2025,2026[a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

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**Compliance with Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

**Compliance with Laws** -- It will comply with applicable laws.

Signature of Authorized Official

5/28/2025
Date

Chief Administrative Officer
Title

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**APPENDIX TO CERTIFICATIONS**

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

**Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

DRAFT

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

**Subsidy layering** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature of Authorized Official

5/28/2025
Date

Chief Administrative Officer
Title

DRAFT

MARION COUNTY BOARD OF COMMISSIONERS

# Board Session Agenda Review Form

**Meeting date:** 7/9/2025

**Department:** Community Services

**Title:** Public Hearing and Board Action to Approve the CDBG/HOME 2025-26 Annual Action Plan

**Management Update/Work Session Date:** 6/17/2025 **Audio/Visual aids** ☐

**Time Required:** 10 minutes **Contact:** Steve Dickey **Phone:** 503-373-4334

**Requested Action:** Conduct a public hearing followed by Board Action to approve the 2025-2026 U.S. Housing and Urban Development (HUD) Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) Annual Action Plan.

**Issue, Description & Background:** A public hearing to approve the 2025-2026 Annual Action Plan for the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) programs is required each year Marion County receives CDBG and HOME funds. Marion County is required to submit an Annual Action Plan to the United States Department of Housing and Urban Development (HUD) by July 11, 2025, indicating how it intends to use the allocation funding for the upcoming 2025-2026 program year.

**Financial Impacts:** These grants from HUD are passed through to qualified subrecipients to complete eligible projects.

**Impacts to Department & External Agencies:** Funding for approved projects, and for program staff administrative expenses are dependent on these the approval of the Annual Action Plan each year.

**List of attachments:** Board Memo, Resolution #XX-25, Draft Annual Action Plan with Appendices.

**Presenter:** Steve Dickey

**Department Head Signature:** Kelli Wurse

# MEMORANDUM

**TO:** Marion County Board of Commissioners
**FROM:** Steve Dickey, CDBG/HOME Program Manager
**MEETING DATE:** July 9, 2025, Board of Commissioners Meeting

## 2025-2026 CDBG/HOME Annual Action Plan Approval

### 2025-2026 CDBG/HOME Annual Action Plan Approval

Marion County Community Services staff are requesting approval of the 2025-2026 CDBG/HOME Annual Action Plan through a public hearing and Board action. This plan identifies how Marion County's allocation of CDBG and HOME funds received for the 2025-2026 program year will be spent. The following tables include funding approved for eligible projects, and funding to pay for program staff administrative expenses as identified in the Annual Action Plan.

### 2025-2026 CDBG and HOME FINAL FUNDING ALLOCATION TABLES

**CDBG**

| Agency | Project | Total Funding |
|---|---|---|
| Catholic Community Services | Facility renovation and commercial kitchen equipment purchase. | $225,000 |
| Marion Polk Food Share | Purchase of larger facility to expand service capacity. | $300,000 |
| Marion County | Homeowner Residential Rehabilitation Loan Program | $398,070 |
| Family Building Blocks | Operational support for expansion of services provided in their new facility. | $100,000 |
| Liberty House | Operational support for expansion of services into north Marion County with a new location in Woodburn. | $113,016 |
| Marion County | Program Administration | $284,023 |
| | **TOTAL** | **$1,420,109** |

**HOME**

| Agency | Project | Total Funding |
|---|---|---|
| Marion County | Homebuyer Assistance Loan Program. | $370,820* |
| Marion County | Community Housing Development Organization (CHDO) Set-aside | $74,180 |
| Marion County | Program Administration | $49,534 |
| | **TOTAL** | **$494,534** |

**An additional $96,682 of FY23-24 CHDO set-aside will be added in October 2025.*

**OTHER FUNDING**

| Agency | Project | Total Funding |
|---|---|---|
| Valor Mentoring | Funding for facility renovation and operational support to open a new coffee shop/café vocational training and mentoring center. | $150,000** |
| | **TOTAL** | **$150,000** |

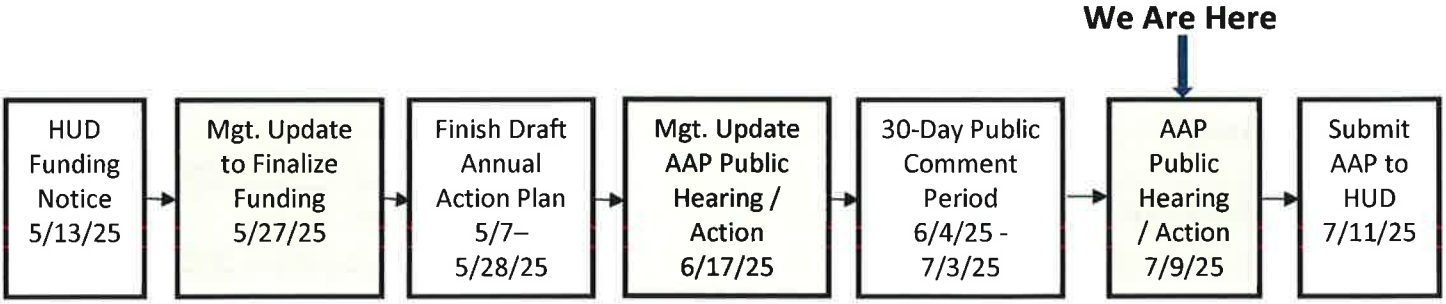
***Funding from either Opioid Settlement funds or Economic Development funds.*

## NEXT STEPS

Once the Annual Action Plan has been approved it will be submitted to HUD for approval. The deadline for submission is July 12, 2025, but due to this date being on a Saturday, it will need to be submitted on Friday, July 11, 2025.

## PROCESS TIMELINE EXAMPLE

(Shaded boxes are times when Board of Commissioners is directly involved)




## ATTACHMENTS

Attachment 1 – Resolution No. 25-XX
Attachment 2 – Summary of Public Comments
Attachment 3 – Draft Annual Action Plan

**Attachment 1**

**BEFORE THE BOARD OF COMMISSIONERS**

**FOR MARION COUNTY, OREGON**

| | |
|---|---|
| In the matter of adopting the | ) |
| Program Year 2025-2026 Annual | ) |
| Action Plan under the Community | ) |
| Development Block Grant and HOME | ) |
| Investments Partnership Program | ) |

RESOLUTION # _____

This matter was presented to the Board of Commissioners at its Management Update on June 17, 2025, to adopt the Community Development Block Grant and HOME Investment Partnerships Programs 2025-2026 Annual Action Plan.

WHEREAS on January 14, 2025, HUD's Office of Community Planning and Development issued Notice CPD-25-02 titled Guidance on Submitting Consolidated Plans and Annual Action Plans for Fiscal Year (FY) 2025. Entitlement jurisdictions with a program year start date of July 1, 2025, have until July 11, 2025, to submit its Annual Action Plan to HUD.

WHEREAS Marion County, as an entitlement jurisdiction, is required to submit an Annual Action Plan to the United States Department of Housing and Urban Development. The plan must indicate how it intends to spend its allotted amount of funding for the upcoming program year from July 1, 2025, through June 30, 2026.

WHEREAS as part of the process for adopting an Annual Action Plan Marion County must hold a public hearing to take any additional comments on the draft Annual Action Plan. Comments are offered for consideration in reallocating proposed funding prior to final approval of the Annual Action Plan. This public hearing occurred on July 9, 2025.

IT IS HEREBY ORDERED that the Board of Commissioners approve the Program Year 2025-2026 Annual Action Plan to be submitted to the United States Department of Housing and Urban Development prior to the July 11, 2025, deadline.

DATED at Salem, Oregon, this 9th day of July 2025.

MARION COUNTY BOARD OF COMMISSIONERS

_____
Chair

_____
Commissioner

_____
Commissioner

**Attachment 2**

# Summary of Public Comments
## on the
## 2025-2026 Marion County CDBG/HOME
## Annual Action Plan

No comments were received during the 30-day public comment period (as of submission of materials for the Board of Commissioners meeting. If comments are received, an updated Summary of Comments Page will be provided prior to the meeting on July 9, 2025).

# 2025 – 2026 CDBG / HOME ANNUAL ACTION PLAN

**Marion County Community Services**
555 Court St.
Salem, OR 97301
communityservices@co.marion.or.us
https://www.co.marion.or.us/CS/Pages/Community-Development.aspx
Phone: 503-588-7975

Formatting Notice

Marion County is required to submit this Annual Action Plan in the template provided by HUD, which contains specified questions, tables, and other information and cannot be edited.

The HUD provided template contains formatting irregularities such as: columns that are too narrow, paragraphs split over more than one page, blank space, compressed text, and other discrepancies.

County staff has compensated for these irregularities where possible, but many remain that cannot be changed.

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# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

Marion County is an Entitlement Grantee that receives Federal funding under the Housing and Urban Development (HUD) HOME Investment Partnerships Program (HOME) and the Community Development Block Group Program (CDBG). As a recipient of CDBG and HOME funds, the County has prepared the 2025 Annual Action Plan to advance the priorities addressed in the five-year plan known as the Consolidated Plan. The goal of the CDBG program is to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities for low-and moderate-income persons. The HOME program is designed exclusively to create affordable housing.

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items, or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis, or the strategic plan.

The following were objectives and outcomes established by the Marion County Board of Commissioners based upon input received during the Consolidated Plan process.

- Provide for Community Housing Development Organization (CHDO) set-aside (As part of the HOME Program, this requirement will continue to be an annual percentage of funds set aside-15% minimum to fulfill eligible activities that only a qualified CHDO can provide)
- Provide Support for Owner-occupied Rehabilitation Projects
- Invest in Vital Community Facilities and Infrastructure
- Increase Access to Community Services
- Increase Access to Affordable Housing
- Encourage Economic Opportunities
- Support Program Success

This document, The Annual Action Plan, (AAP) outlines the activities to be carried out in Program Year (PY) 2025.

## 3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Several community projects have been assisted with CDBG in the past four years such as shelter for unhoused residents and families, transitional housing for residents and family members recovering from substance abuse, shelter for residents fleeing violence or trafficking, community resource center and food bank, street, sidewalk and safety improvements to a low income residential area, services for children and families in the foster care and/or justice system, and youth services to encourage graduation, workplace readiness and healthy decision making. This year, Marion County received many more applications for funding than our budget allows, which provides further evidence of the need.

The County's homebuyer assistance program and homeowner rehabilitation programs have proven to be very beneficial to the community. The demand for both of these programs far exceeds the available funds. Research and input from the community led Marion County to implement policy changes to help bridge the gap between rising housing costs and the ability of low-to-moderate income households to afford home ownership or necessary repairs to their existing home. The policy changes drastically increased the amount of assistance available to each household in order to meet the needs under current market conditions.  The County intends to fund both of these programs for the foreseeable future.

## 4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Citizen Participation and consultation opportunities were provided through the following means:

- Online survey
- Public hearings
- Participation in monthly service integration team meetings in multiple locations
- Public notices and invitations for comment
- Individual meetings with community partners
- Group community partner meetings that focused on affordable housing

## 5. Summary of public comments

Comments received from the public are included in the Appendices

Public comments were primarily focused on:

- Improving access to affordable rental housing
- Improving access to affordable home ownership
- Supportive services to benefit those who are homeless or at risk of homelessness
- Improving infrastructure to support affordable housing development

## 6. Comments or views not accepted and the reasons for not accepting them

All views and comments were accepted as part of the citizen participation process.

## 7. Summary

Although the needs are varied, several respondents commented that the overall cost of housing is contributing to the rising cases of homelessness. Once this pattern has been established, it can take a long time to remedy. Other problems such as substance abuse and mental health issues commonly occur once a person becomes homeless. Investment in projects to generate new housing, particularly rental housing, was mentioned multiple times. More comments were received this year that stated the need for more low-barrier and transitional housing for individuals addressing mental health issues and substance abuse addiction.

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

**Table 1 – Responsible Agencies**

| Agency Role | Name | Department/Agency |
|---|---|---|
| CDBG Administrator | MARION COUNTY | Community Services |
| HOME Administrator | MARION COUNTY | Community Services |

### Narrative (optional)

Marion County is the lead agency for administration of the Community Development Block Grant (CDBG)/HOME Investment Partnerships Programs for Marion County to be delivered in coordination with the goals established in the 5-year Consolidated Plan implemented through Annual Action Plans.

### Consolidated Plan Public Contact Information

Marion County Community Services (503) 588-7975

## AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

### 1. Introduction

Marion County actively seeks opportunities to engage with service providers, cities, and the public to gain further insight regarding community needs.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers, and private and governmental health, mental health, and service agencies (91.215(l))**

Each year, Marion County increases interactions with housing providers throughout the area to obtain input regarding community needs. The focus continues to be on ways to increase coordination and collaboration to maximize resources. In addition to housing providers, the county has a robust public and behavioral health network to connect residents with available services in the county. As the network of service providers grows, the opportunities for coordination increase, thus bringing a greater value to the community.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The county works directly with the Mid-Willamette Valley Homeless Alliance through the CoC Collaborative Committee. A Commissioner serves on the Board of Directors and Executive Committee for the Mid-Willamette Valley Homeless Alliance. The county requested participation from various agencies during the public comment process and continues to seek input to determine if there are needs that may be addressed with CDBG/HOME funds.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

While the county does not receive ESG funds, it does work with the Mid-Willamette Valley Community Action Agency which is the HUD recipient of ESG funds for the Marion-Polk region. Marion County is a regular participant in the Continuum of Care meetings and sees these meetings as a good opportunity to stay connected and network with community partners in addressing homelessness.

**2. Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

| | | |
|---|---|---|
| 1 | **Agency/Group/Organization** | Marion County Housing Authority |
| | **Agency/Group/Organization Type** | Housing<br>PHA |
| | **What section of the Plan was addressed by Consultation?** | Public Housing Needs<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Marion County Housing Authority has met on multiple occasions with Marion County Community Services staff to discuss potential collaboration and coordination of resources. Marion County Community Services is the responsible entity for the environmental review for a housing authority project in Woodburn. Participated in Annual Action Plan Survey. |
| 2 | **Agency/Group/Organization** | Center for Hope and Safety |
| | **Agency/Group/Organization Type** | Services – Housing<br>Services – Victims of Domestic Violence<br>Services – Homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Families with children |

| | | |
|---|---|---|
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | As an organization they provide services to victims of domestic violence, human trafficking, stalking and other limited clientele. Marion County Community Services staff also met with the new Executive Director and discussed the CFHS expansion into north Marion County with an additional location in Woodburn.<br>Participated in Annual Action Plan Survey. |
| 3 | **Agency/Group/Organization** | DevNW |
| | **Agency/Group/Organization Type** | Housing<br>Services - Housing<br>Community Development Financial Institution |
| | **What section of the Plan was addressed by Consultation?** | Housing Need Assessment |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Ongoing meetings regarding oversight of the Homebuyer Assistance program funded with HOME allocations. |
| 4 | **Agency/Group/Organization** | Mid-Willamette Valley Council of Governments |
| | **Agency/Group/Organization Type** | Services - Housing<br>Regional organization |
| | **What section of the Plan was addressed by Consultation?** | Affordable Housing |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Met multiple times with MWVCOG staff as our program partner regarding the oversight of the Homeowner Residential Rehabilitation program. |

| | | |
|---|---|---|
| 5 | **Agency/Group/Organization** | Marion County Health and Human Services |
| | **Agency/Group/Organization Type** | Services-Persons with Disabilities<br>Services-Persons with HIV/AIDS<br>Services-Health<br>Health Agency |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>A meeting also was held to exchange information on respective programs so that referrals can be made when appropriate. |
| 6 | **Agency/Group/Organization** | Bridgeway Health Services |
| | **Agency/Group/Organization Type** | Services-Health<br>Health Agency |
| | **What section of the Plan was addressed by Consultation?** | Non-homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 7 | **Agency/Group/Organization** | City of Woodburn |
| | **Agency/Group/Organization Type** | Other government - Local |
| | **What section of the Plan was addressed by Consultation?** | Non-homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>A meeting was held with Woodburn staff to discuss the development of a new Woodburn Community Center and the potential use of CDBG funds |

| | | |
|---|---|---|
| 8 | **Agency/Group/Organization** | City of Stayton |
| | **Agency/Group/Organization Type** | Other government - Local |
| | **What section of the Plan was addressed by Consultation?** | Services – Non-homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 9 | **Agency/Group/Organization** | Soaring Heights Recovery Homes |
| | **Agency/Group/Organization Type** | Services-homeless<br>Services-Employment<br>Services - Victims |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 10 | **Agency/Group/Organization** | Valor Mentoring |
| | **Agency/Group/Organization Type** | Services-Children<br>Services-homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Unaccompanied youth |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Multiple discussions regarding potential projects funded through the CDBG program.<br>Participated in Annual Action Plan Survey. |

| | | |
|---|---|---|
| 11 | **Agency/Group/Organization** | City of Mt. Angel |
| | **Agency/Group/Organization Type** | Other government - Local |
| | **What section of the Plan was addressed by Consultation?** | Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Ongoing communications for project implementation. The outcome will be full street rebuild, sidewalks, curbs, storm drains, and other related street improvements. |
| 12 | **Agency/Group/Organization** | Hope Pregnancy Center |
| | **Agency/Group/Organization Type** | Services-Homeless<br>Services-Health |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Unaccompanied youth<br>Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey |
| 13 | **Agency/Group/Organization** | Central Willamette Credit Union |
| | **Agency/Group/Organization Type** | Lender<br>Private Sector Banking / Financing |
| | **What section of the Plan was addressed by Consultation?** | Services-Housing |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Regular communication regarding homebuyer assistance, and funding for potential development projects. |

| | | |
|---|---|---|
| 14 | **Agency/Group/Organization** | Sheltering Silverton |
| | **Agency/Group/Organization Type** | Services - Housing<br>Services-Children<br>Services-Elderly Persons<br>Services-Persons with Disabilities<br>Services-Persons with HIV/AIDS<br>Services-Victims of Domestic Violence<br>Services-homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Ongoing discussions regarding potential future projects. |
| 15 | **Agency/Group/Organization** | UGM |
| | **Agency/Group/Organization Type** | Services-homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Multiple meetings to discuss the implementation and provide technical assistance for a project to expand a women's shelter for homeless, at-risk women. |

| | | |
|---|---|---|
| 16 | **Agency/Group/Organization** | CBEL Community Business Education Leaders |
| | **Agency/Group/Organization Type** | Planning organization |
| | **What section of the Plan was addressed by Consultation?** | Housing Need Assessment<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Monthly meetings to collaborate between multiple community partners to leverage resources targeted to development and renovation of affordable housing for LMI populations. |
| 17 | **Agency/Group/Organization** | Iron Tribe Network |
| | **Agency/Group/Organization Type** | Services - Housing |
| | **What section of the Plan was addressed by Consultation?** | Housing Need Assessment<br>Homelessness Strategy<br>Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 18 | **Agency/Group/Organization** | Boys and Girls Club of Salem, Marion & Polk Counties |
| | **Agency/Group/Organization Type** | Services-Children<br>Services-Education |
| | **What section of the Plan was addressed by Consultation?** | Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Boys and Girls Club attended the Jan 16, 2025 Board of Commissioners Work Session as an applicant for CDBG funds. |

| | | |
|---|---|---|
| 19 | **Agency/Group/Organization** | United Way of the Mid-Willamette Valley |
| | **Agency/Group/Organization Type** | Services-homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Meetings were held with United Way of the Mid-Willamette Valley to discuss results of funding, tour facility that was funded with CDBG and discuss potential future projects |
| 20 | **Agency/Group/Organization** | Santiam Hospital |
| | **Agency/Group/Organization Type** | Services - Health |
| | **What section of the Plan was addressed by Consultation?** | Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Santiam Hospital attended the Jan 16, 2025, Board of Commissioners Work Session as an applicant for CDBG funds. |
| 21 | **Agency/Group/Organization** | HIV Alliance |
| | **Agency/Group/Organization Type** | Services – Health |
| | **What section of the Plan was addressed by Consultation?** | Non-Homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 22 | **Agency/Group/Organization** | Santiam Outreach Community / Arches |
| | **Agency/Group/Organization Type** | Services - Homeless |

| | | |
|---|---|---|
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 23 | **Agency/Group/Organization** | Salem for Refugees |
| | **Agency/Group/Organization Type** | Services - Housing |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Families with children<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 24 | **Agency/Group/Organization** | Chemeketa Community College |
| | **Agency/Group/Organization Type** | Services – Education |
| | **What section of the Plan was addressed by Consultation?** | Public Housing Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Multiple meetings to discuss program implementation, reporting |
| 25 | **Agency/Group/Organization** | Silverton Area Community Aid |
| | **Agency/Group/Organization Type** | Services – Homeless |

| | | |
|---|---|---|
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Communications regarding reimbursement, reporting and joint referrals |
| 26 | **Agency/Group/Organization** | CASA of Marion County |
| | **Agency/Group/Organization Type** | Services – Youth |
| | **What section of the Plan was addressed by Consultation?** | Services – Homeless Youth<br>Services – Non-homeless Special Needs |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Consultations regarding plan implementation and reimbursements |
| 27 | **Agency/Group/Organization** | Mt. Angel School District |
| | **Agency/Group/Organization Type** | Services-Education |
| | **What section of the Plan was addressed by Consultation?** | Youth Services |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 28 | **Agency/Group/Organization** | Marion County Housing Authority |
| | **Agency/Group/Organization Type** | Housing<br>PHA |

| | | |
|---|---|---|
| | **What section of the Plan was addressed by Consultation?** | Public Housing Needs<br>Homeless Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. Several meetings and consultations regarding multiple housing projects in the county. MCHA attended the Jan 16, 2025 work session and applied for funding |
| 29 | **Agency/Group/Organization** | Cherriots |
| | **Agency/Group/Organization Type** | Transportation |
| | **What section of the Plan was addressed by Consultation?** | Services-Public Transportation |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 30 | **Agency/Group/Organization** | Legacy Health |
| | **Agency/Group/Organization Type** | Services-Health |
| | **What section of the Plan was addressed by Consultation?** | Homeless Services<br>Non-homeless Services |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 31 | **Agency/Group/Organization** | Salem Family YMCA |
| | **Agency/Group/Organization Type** | Services – Youth |
| | **What section of the Plan was addressed by Consultation?** | Services – Homeless youth<br>Non-Homeless Special Needs |

| | | |
|---|---|---|
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey.<br>Salem Family YMCA attended the January 16, 2025, Board of Commissioners Work Session as an applicant for CDBG funds. |
| 32 | **Agency/Group/Organization** | Mid-Willamette Community Action Agency |
| | **Agency/Group/Organization Type** | Services – Homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 33 | **Agency/Group/Organization** | Catholic Community Services |
| | **Agency/Group/Organization Type** | Services – Housing<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children |
| | **What section of the Plan was addressed by Consultation?** | Services – Homeless |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. Attended Jan 16,2025 work session, applied for funding |

| | | |
|---|---|---|
| 34 | **Agency/Group/Organization** | City of Salem |
| | **Agency/Group/Organization Type** | Services Government – Local |
| | **What section of the Plan was addressed by Consultation?** | Public Housing<br>Homeless Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. |
| 35 | **Agency/Group/Organization** | Crossroads Communities |
| | **Agency/Group/Organization Type** | Services – Homeless |
| | **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homeless Needs - Veterans<br>Homeless Needs - Unaccompanied youth<br>Homelessness Strategy |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. Multiple communications regarding funding, expansion into Marion County |
| 36 | **Agency/Group/Organization** | Family Building Blocks |
| | **Agency/Group/Organization Type** | Family Services |
| | **What section of the Plan was addressed by Consultation?** | Resource Non-Homeless Special Needs |

| | | |
|---|---|---|
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in Annual Action Plan Survey. Attended Jan 16,2025 work session, applied for funding |
| 37 | **Agency/Group/Organization** | Seeds of Faith Ministries |
| | **Agency/Group/Organization Type** | Transitional Housing |
| | **What section of the Plan was addressed by Consultation?** | Services - Homeless |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in survey |
| 38 | **Agency/Group/Organization** | Marion Polk Food Share |
| | **Agency/Group/Organization Type** | Not for Profit – Food Bank |
| | **What section of the Plan was addressed by Consultation?** | Services – Food Bank |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Met and discussed potential funding of new facility. Attended January 16, 2025 work session. Applied for funding |
| 39 | **Agency/Group/Organization** | Keizer Chamber of Commerce |
| | **Agency/Group/Organization Type** | Community Development |
| | **What section of the Plan was addressed by Consultation?** | Services-Economic Development |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in survey |
| 40 | **Agency/Group/Organization** | Capital Futbol Club |
| | **Agency/Group/Organization Type** | Private – Youth Sports Club |

| | | |
|---|---|---|
| | **What section of the Plan was addressed by Consultation?** | Services – Recreation |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Responded to survey |
| 41 | **Agency/Group/Organization** | Keizer United |
| | **Agency/Group/Organization Type** | Community Service Collaboration Group |
| | **What section of the Plan was addressed by Consultation?** | Resource coordination |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Attend monthly meetings to connect with service providers, answer program questions, promote the CDBG and HOME programs. The ongoing participation will help to strengthen a broad base of community support |
| 42 | **Agency/Group/Organization** | Cascade Service Integration Team |
| | **Agency/Group/Organization Type** | Community Service Collaboration Group |
| | **What section of the Plan was addressed by Consultation?** | Resource Coordination |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Attend approx. 9 meetings per year to connect with service providers, answer program questions, promote the CDBG and HOME programs. The ongoing participation will help to strengthen a broad base of community support |
| 43 | **Agency/Group/Organization** | North Santiam Service Integration Team |
| | **Agency/Group/Organization Type** | Community Service Collaboration Group |

| | | |
|---|---|---|
| | **What section of the Plan was addressed by Consultation?** | Resource coordination |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Attend approx. 9 meetings per year to connect with service providers, answer program questions, promote the CDBG and Home programs. Ongoing participation will help strengthen a broad base of community support |
| 44 | **Agency/Group/Organization** | Santiam Canyon Service Integration Team |
| | **Agency/Group/Organization Type** | Community Service Collaboration Group |
| | **What section of the Plan was addressed by Consultation?** | Resource coordination |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Attend approx. 9 meetings per year to connect with service providers, answer program questions, promote the CDBG and Home programs. Ongoing participation will help strengthen a broad base of community support |
| 45 | **Agency/Group/Organization** | Silverton Task Force |
| | **Agency/Group/Organization Type** | Community Service Collaboration Group |
| | **What section of the Plan was addressed by Consultation?** | Resource coordination |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Attend approx. 9 meetings per year to connect with service providers, answer program questions, promote the CDBG and Home programs. Ongoing participation will help strengthen a broad base of community support |
| 46 | **Agency/Group/Organization** | Church at the Park |
| | **Agency/Group/Organization Type** | Homeless Services |
| | **What section of the Plan was addressed by Consultation?** | Housing, Resource Coordination |

| | | |
|---|---|---|
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Participated in survey, attended Jan 16, 2025, work session |
| 47 | **Agency/Group/Organization** | HDC-NW |
| | **Agency/Group/Organization Type** | Environmental Review Consultant |
| | **What section of the Plan was addressed by Consultation?** | Affordable Housing Development |
| | **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Consultations regarding MCHA project |

**Identify any Agency Types not consulted and provide rationale for not consulting**

Marion County has not excluded any type of agency for consultation.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

**Table 3 – Other local / regional / federal planning efforts**

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|---|---|---|
| Continuum of Care | Mid-Willamette Homeless Alliance | The goals of the Mid-Willamette Valley Homeless Alliance and Marion County are aligned in several areas including the availability of affordable housing and access to community services. |

***Narrative (optional)*AP-12 Participation – 91.105, 91.200(c)**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation**
**Summarize citizen participation process and how it impacted goal-setting**

Marion County continues to pursue ways to obtain relevant input from the organizations it serves. Regular interactions with citizens occur via email, phone, and in person to discuss the potential benefits and requirements of these programs for their needs.

Collaboration among agencies builds trust and knowledge of each entity's strengths and creates a broader scope of resources. Marion County continues to seek out opportunities to communicate directly with the citizens that are potential recipients or organizations representing them.

## Citizen Participation Outreach

Table 4 – Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Out reach | Summary of response/ attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|---|---|---|---|---|---|---|
| 1 | Public Meeting | Non-targeted/broad community | This meeting was attended by representatives from 9 of the 10 agencies that applied for funding. | Multiple agency types were represented, and each had different needs to be addressed including public service and infrastructure, supportive services, residential rehabilitation and down payment assistance | All comments were accepted | |
| 2 | Internet Outreach | Non-targeted/broad community | A total of 75 survey responses were received. The respondents were from service providers, private agencies, public entities, medical providers and community leaders. | The majority of respondents listed affordable rentals as a priority need, followed by services to address homelessness and affordable housing, and access to community support services. | All comments were accepted. | |
| 3 | Public Hearing | Non-targeted/broad community | 30-Day Public Comment Period and Public Hearing for the Annual Action Plan | DRAFT TBD | DRAFT TBD | |

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

### Introduction

| Program | Source of Funds | Uses of Funds | Expected Amount Available | | | | Expected Amount Available Remainder of ConPlan $ | Narrative Description |
|---|---|---|---|---|---|---|---|---|
| | | | Annual Allocation: $ | Program Income: $ | Prior Year Resources: $ | Total: $ | | |
| CDBG | public - federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | 1,420,109 | 50,000 | 0 | 1,470,109 | 1,470,109 | |
| HOME | public - federal | Acquisition<br>Homebuyer assistance<br>Homeowner rehab<br>Multifamily rental construction<br>Multifamily | 494,533.61 | 0 | 0 | 494,533.61 | 494,533.61 | |

| Program | Source of Funds | Uses of Funds | Expected Amount Available | | | | Expected Amount Available Remainder of ConPlan $ | Narrative Description |
|---|---|---|---|---|---|---|---|---|
| | | | Annual Allocation: $ | Program Income: $ | Prior Year Resources: $ | Total: $ | | |
| | | rental rehab<br>New construction for ownership<br>TBRA | | | | | | |

Marion County is expected to receive $1,420,109 of CDBG Funding and $494,533.61 of HOME Funding for PY2025. Marion County currently does not have any program income.

**Anticipated Resources**

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state, and local funds), including a description of how matching requirements will be satisfied**

Sources of match can be cash, donated land or real property, infrastructures improvements, bonds issued by state or local government, donated materials, equipment, or professional services, sweat equity, and the value of foregone taxes.

The remainder of Marion County's allocation of Opioid Settlement revenue dedicated to purchase a home for transitional housing along with funds contributed by DevNW for affordable housing will provide local match for the 2025-2026 plan year.

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to**

**address the needs identified in the plan**

N/A

**Discussion**

N/A

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

### Goals Summary Information

**Table 6 – Goals Summary**

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|---|---|---|---|---|---|---|---|---|
| **1** | Increase Availability and Affordability of Housing | 2021 | 2025 | Affordable Housing | Marion County Service Area | Low-to-Moderate Income Housing | CDBG: $398,070<br><br>HOME: $370,900 | Homeowner Housing Rehabilitated<br><br>Direct Financial Assistance Homebuyers |
| **2** | Increase Access to Community Services | 2021 | 2025 | Homeless Non-Homeless Special Needs | Marion County Service Area | Special Needs Populations | CDBG: $213,016 | Public service activities other than Low/Moderate Income Housing |
| **3** | Invest in Vital Comm. Facilities & Infrastructure | 2021 | 2025 | Non-Housing Community Development | Marion County Service Area | Public Facilities & Infrastructure | CDBG: $525,000 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|---|---|---|---|---|---|---|---|---|
| **4** | Provide for CHDO Set-Aside | 2021 | 2025 | Affordable Housing | Marion County Service Area | Low-to-Moderate Income Housing | HOME: $74,180 | Homeowner Housing Added |
| **5** | Support Program Success | 2021 | 2025 | Non-Housing Community Development | Marion County Service Area | Low-to-Moderate Income Housing<br>Public Facilities & Infrastructure<br>Homelessness | CDBG: $284,021<br>HOME: $49,453 | None |

## Goal Descriptions

### Table 7- Goals Descriptions

| | | |
|---|---|---|
| **1** | **Goal Name** | Increase Availability and Affordability of Housing |
| | **Goal Description** | |
| **2** | **Goal Name** | Increase Access to Community Services |
| | **Goal Description** | |
| **3** | **Goal Name** | Invest in Vital Comm. Facilities & Infrastructure |
| | **Goal Description** | |
| **4** | **Goal Name** | Provide for CHDO Set-Aside |
| | **Goal Description** | |
| **5** | **Goal Name** | Support Program Success |
| | **Goal Description** | |

## Projects

### AP-35 Projects – 91.220(d)

### Introduction

There are eight projects/activities identified in this Annual Action Plan for funding under the 2025-2026 cycle.

### Projects

**Table 8 - Project Information**

| # | Project Name |
|---|---|
| 1 | Homeless Population Facility – Greater Marion County |
| 2 | LMI Community Support Service Facilities – Greater Marion County |
| 3 | LMI Family Support Services – East Marion County |
| 4 | LMI Family Support Service – North Marion County |
| 5 | Homeowner Residential Rehabilitation – Greater Marion County |
| 6 | CHDO Set-Aside |
| 7 | Homebuyer Assistance – Greater Marion County |
| 8 | Program Administration |

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Funds were allocated based upon how they correlated to the priority needs and goals in the Consolidated Plan. The match provided and the overall effectiveness are also factors considered. Marion County housing prices and higher interest rates have contributed to the challenge for the homebuyer assistance program.

**AP-38 Project Summary**

**Table 9 – Project Summary Information**

| | | |
|---|---|---|
| 1 | **Project Name** | Homeless Population Facility |
| | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Invest in Vital Community Facilities and Infrastructure |
| | **Needs Addressed** | Public Facilities & Infrastructure |
| | **Funding** | CDBG: $225,000 |
| | **Description** | Funds will be utilized to renovate a commercial kitchen and vocational training center to provide meals to homeless individuals and families. This program will also provide on the job training to individuals currently sheltered to develop marketable job skills. |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | It is anticipated up to 700 homeless individuals could benefit from meals provided through the commercial kitchen and at least 20 or more will be active at a time in the vocational training part of the facility. |
| | **Location Description** | The property will be located central Marion County. |
| | **Planned Activities** | Production and delivery of meals for homeless individuals and families, and vocational training. |
| **2** | **Project Name** | LMI Community Support Facilities – Greater Marion County |
| | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Invest in Vital Community Facilities and Infrastructures |
| | **Needs Addressed** | Services for Low- Moderate-Income Individuals and Families |
| | **Funding** | CDBG: $300,000 |
| | **Description** | The funds granted will allow a local non-profit food share to expand into a larger facility to assist with meeting an increasing need for low- moderate income individuals and families food supplies and services. |
| | **Target Date** | 6/30/2026 |

| | | |
|---|---|---|
| | **Estimate the number and type of families that will benefit from the proposed activities** | There is anticipated to be approximately 94,000 individuals and families that will benefit from the new center. |
| | **Location Description** | The non-profit serves all of Marion County. |
| | **Planned Activities** | This activity will be to acquire a larger facility to allow for expansion of services delivered. |
| **3** | **Project Name** | LMI Family Support Facilities – East Marion County |
| | **Target Area** | East Marion County Service Area |
| | **Goals Supported** | Increase access to community services |
| | **Needs Addressed** | Services for Low- Moderate-Income Individuals and Families |
| | **Funding** | CDBG: $100,000 |
| | **Description** | Funding to support the expansion of a non-profit providing a relief nursery, parenting classes, and home visits. |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | The project will benefit at least 100 LMI families. |
| | **Location Description** | East Marion County Service Area |
| | **Planned Activities** | Addition of staff to support doubling of current service capacity in their new facility. |
| **4** | **Project Name** | LMI Community Support Service Facilities – North Marion County |
| | **Target Area** | North Marion County Service Area |
| | **Goals Supported** | Increase Access to Community Services |
| | **Needs Addressed** | Services for Low- Moderate-Income Individuals and Families |

| | | |
|---|---|---|
| | **Funding** | $113,016 |
| | **Description** | The funds granted will support the expansion of services to children experiencing trauma from abuse, neglect, parents incarcerated, or grief. This increases access to these services in north Marion County. |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | There is anticipated to be an initial benefit from this grant in the first year to 120 individuals in north Marion County. |
| | **Location Description** | North Marion County |
| | **Planned Activities** | Addition of staff to support expansion of staff and service capacity in north Marion County. |
| **5** | **Project Name** | Residential Rehabilitation |
| | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Increase Availability and Affordability of Housing |
| | **Needs Addressed** | Affordable Housing |
| | **Funding** | $398,070 |
| | **Description** | The fund will provide homeowner rehab loans to LMI households. |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | Funds to provide assistance for up to 7 – 9 LMI homeowners. |
| | **Location Description** | Marion County Service Area |
| | **Planned Activities** | Homeowner Residential Rehab |
| | **Project Name** | CHDO Set-Aside |

| | | |
|---|---|---|
| 6 | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Provide for CHDO Set-Aside |
| | **Needs Addressed** | Low-to-Moderate Income Housing |
| | **Funding** | HOME: $74,180 |
| | **Description** | Per the HOME Regulations, a minimum of 15% of annual HOME allocation is required to be set aside for CHDO activities. |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | This project is yet to be determined but the County is allocating the required 15% for the CHDO Set-Aside. |
| | **Location Description** | Marion County Service Area |
| | **Planned Activities** | These funds will be utilized to develop affordable housing. |
| 7 | **Project Name** | Homebuyer Assistance |
| | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Increase Availability and Affordability of Housing |
| | **Needs Addressed** | Low-to-Moderate Income Housing |
| | **Funding** | HOME: $370,900 |
| | **Description** | Homebuyer Assistance for LMI households (under 80% AMI). The funding will be available on a first-come, first served basis. The county partners with DevNW to provide homebuyer counseling, help with the application process including obtaining necessary income documentation, and other services to assist applicants to be successful homeowners. |
| | **Target Date** | 6/30/2026 |

| | | |
|---|---|---|
| | **Estimate the number and type of families that will benefit from the proposed activities** | It is estimated this activity will benefit three LMI households. |
| | **Location Description** | Marion County Service Area |
| | **Planned Activities** | Approximately three households will be provided homebuyer assistance to purchase homes. |
| 8 | **Project Name** | Program Administration |
| | **Target Area** | Marion County Service Area |
| | **Goals Supported** | Support Program Success |
| | **Needs Addressed** | Low-to-Moderate Income Individuals and Households |
| | **Funding** | CDBG: $284,021<br>HOME: $49,453 |
| | **Description** | Administration for CDBG/HOME Program |
| | **Target Date** | 6/30/2026 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | These funds are for the administration of the CDBG/HOME Program. |
| | **Location Description** | Marion County Service Area |
| | **Planned Activities** | Funds are for the administration of the CDBG/HOME Program. |

## AP-50 Geographic Distribution – 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Marion County entitlement jurisdiction includes all cities (19), except Salem, which is its own Entitlement Area, and all of the unincorporated areas of the county. Within the county jurisdiction there are 36 Block Groups that are identified as LMI Block Groups.

### Table 10 – Geographic Distribution

| Target Area | Percentage of Funds |
|---|---|
| LMI Areas | |
| Marion County Service Area | 100 |

### Rationale for the priorities for allocating investments geographically

N/A

### Discussion

The 2025-2026 Annual Action Plan has no specifically targeted areas.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

### Introduction

For program year 2025-2026 Marion County anticipates supporting 3 addtional households with homebuyer assistance.

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

| One Year Goals for the Number of Households to be Supported | |
|---|---|
| Homeless | 0 |
| Non-Homeless | 12 |
| Special-Needs | 0 |
| Total | 12 |

**Table 12 - One Year Goals for Affordable Housing by Support Type**

| One Year Goals for the Number of Households Supported Through | |
|---|---|
| Rental Assistance | 0 |
| The Production of New Units | 0 |
| Rehab of Existing Units | 9 |
| Acquisition of Existing Units | 3 |
| Total | 12 |

### Discussion

## AP-60 Public Housing – 91.220(h)

### Introduction

The Marion County Housing Authority continues to own and operate affordable housing options as well as the Housing Choice Vouchers in the County.

### Actions planned during the next year to address the needs of public housing

While public housing is the primary responsibility of the Marion County Housing Authority (MCHA), Marion County Community Services will continue to work cooperatively with MCHA to seek opportunities to partner with them on potential public housing projects.

A 34-unit apartment complex has been purchased by the local housing authority in Mt. Angel. Two more low-income housing projects are in development, one in Woodburn, and one in Silverton.

### Actions to encourage public housing residents to become more involved in management and participate in homeownership

Marion County Housing Authority administers a family self-sufficiency program. The Housing Authority also executed an MOU with DevNW to refer Family Self-Sufficiency participants to DevNW for participation in their suite of services. Their services include financial education, home ownership courses, and access to Individual Development Accounts when available.

### If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Marion County Public Housing Authority is not designated as troubled.

### Discussion

Marion County CDBG/HOME Program will continue to collaborate with Marion County Housing Authority on potential projects for funding in the future.

## AP-65 Homeless and Other Special Needs Activities – 91.220(i)

### Introduction

The county will continue to look at ways in the short-term and in the future to help address homelessness and special needs activities.

### Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

### Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Marion County is an active partner with The Mid-Willamette Valley Homeless Alliance (MWVHA), which is the coalition of local homeless services agencies. MWVHA works with area service providers in conducting assessments of homeless individuals including unsheltered persons through the Coordinated Entry System.

Marion County continues to assess the needs of homeless individuals and how to apply funding opportunities to meet their needs.

### Addressing the emergency shelter and transitional housing needs of homeless persons

As part of the Consolidated Plan, Marion County identified homelessness as a priority. To address this, the Board of Commissioners has directed funding to five local non-profits that include services to local homeless persons.

### Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Marion County has directed funding to organizations that directly work with individuals and families to develop life skills for independent living, vocational training, and establish a strong support network to ensure their success in the community.

Additionally, Marion County continues to work with Mid-Willamette Valley Homeless

Alliance (MWVHA), a local agency, addressing this goal.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Marion County will continue to assess ways in which it can help homeless/at risk of homelessness populations. The funding allocated to Catholic Community Services, Marion Polk Food Share, Family Building Blocks, Liberty House, Valor Mentoring, and the Marion County Homeowner Residential Rehabilitation program will expand services to low-income, and individuals at-risk of becoming homeless.

**Discussion**

Marion County will continue to work closely with the Mid-Willamette Valley Homeless Alliance, Marion County Health and Human Services Housing Program and other agencies to advocate for solutions to the homeless crisis facing the area. Marion County has funded a nonprofit that is expanding to serve elderly individuals with special needs such as mobility, mental health needs and the needs of homeless residents with minor children.  Marion County has also committed funds to help rehabilitate homes of low-income residents that may need accommodations such as ramps or other safety and accessibility improvements.

## AP-75 Barriers to affordable housing – 91.220(j)

### Introduction:

Marion County recognizes that there are a variety of barriers to affordable housing, creating a need for a multifaceted approach. Marion County realizes that it will take collaboration from community partners and agencies to be successful in overcoming these barriers.  These barriers include land-use planning laws, socio-economic circumstances, lack of available housing inventory (of all levels), community opposition, significant increase in housing and construction costs, and lengthy processes for administrative elements (permits, contracts, approvals, legal review, etc.)

### Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

While Marion County does not have direct jurisdictional authority in most of the Marion County Service Area, the county encourages local and state decision makers to consider changes to zoning, tax, and permitting policies that currently obstruct access to affordable housing.

### Discussion:

Marion County will continue to advocate for affordable housing whenever strategically possible within its jurisdiction and encourage community partners to do the same.

## AP-85 Other Actions – 91.220(k)

### Introduction:

Marion County continues to analyze processes and procedures to become more effective and efficient for its citizens.

### Actions planned to address obstacles to meeting underserved needs

Marion County continues to increase capacity, building on the foundation of the Consolidated Plan. The emphasis this year is on investment in community facilities including food, shelter, and vocational training. In addition, support for the expansion of services to support LMI populations is also included.

### Actions planned to foster and maintain affordable housing

Marion County continues to engage developers and non-profits to create and maintain affordable housing. Under the PY2025-2026 plan, Marion County has allocated additional funding to homebuyer assistance and homeowner rehabilitation.

### Actions planned to reduce lead-based paint hazards

Marion County will follow HUD requirements on lead-based paint hazard abatement when applicable. As part of Marion County's residential rehabilitation program, lead-based paint evaluations and tests are performed. Corrective action is taken as needed.

### Actions planned to reduce the number of poverty-level families

Marion County is focusing on the following two main areas to reduce the number of poverty-level families.

1.) **Encourage Economic Development**: Marion County is allocating funding to a program that will provide on the job training to previously homeless individuals that are currently sheltered. The purpose is to help these persons develop marketable skills in the food-service industry.

**Direct Homeowner Assistance**: Homebuyer assistance for low-income families to enable homeownership to build housing stability.

### Actions planned to develop institutional structure

Marion County will be reevaluating policies and procedures on an ongoing basis as it continues to operate its program.

### Actions planned to enhance coordination between public and private housing and social service agencies

Marion County will continue to work on building a network of public and private housing, and social service agencies. In the previous year, this was accomplished through a variety of opportunities. These included participation in Service Integration Teams in multiple locations (which will include an additional location to be added in the fall of 2025), meetings with local community partners focused on collaboration efforts to address affordable housing, and numerous individual agency meetings. Marion County will continue with this approach in the 2025-2026 plan year.

### Discussion:

Marion County continues to build its network of community partners as a productive way to address the affordable housing issue in our area.

## Program Specific Requirements

## AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

### Introduction:

Marion County will continue to allocate at least 70% of funds to benefit LMI populations. Any program income received in PY2025 will be reinvested in eligible community projects as per HUD requirements. At this current time there are no funds expected to go to activities that do not meet that requirement.

### Community Development Block Grant Program (CDBG)
### Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

| | |
|---|---|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| **Total Program Income:** | **0** |

### Other CDBG Requirements

| | |
|---|---|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two, or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 70.00% |

**HOME Investment Partnership Program (HOME)**
**Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

   The HOME Funds allocated are not being utilized for any forms of investments beyond those identified in Section 92.205

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

   The guidelines for resale or recapture are specified in the Resale and Recapture Policy of the Marion County Board of Commissioners, dated August 2, 2023. A copy of this policy is included in the appendices of this plan.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds, See 24 CFR 92.254(a)(4), are as follows:

   The guidelines for resale or recapture are specified in the Resale and Recapture Policy of the Marion County Board of Commissioners, dated August 2, 2023. A copy of this policy is included in the appendices of this plan.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

   The County does not anticipate refinancing existing debt.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

   N/A

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

   N/A

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

   N/A

# Appendices

# Annual Community Survey
# Citizen Participation Comments

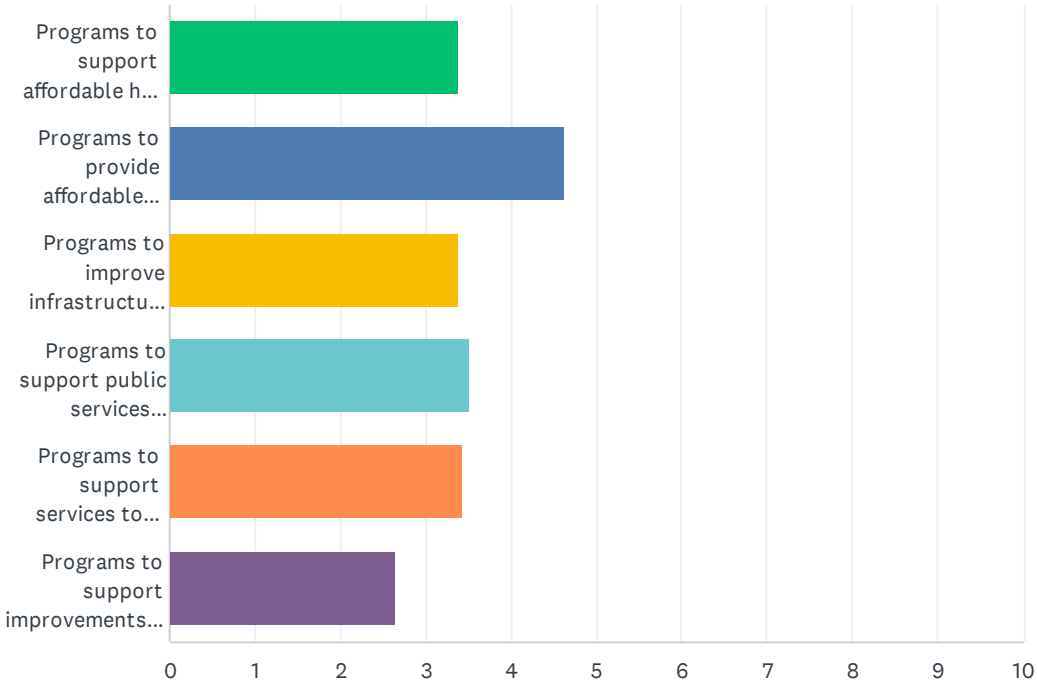
**2025-2026 CDBG / HOME Annual Survey Questions**

1. Eligible activity priority, where should the money be spent? (Rank the list by priority)
    a. Programs to support affordable home ownership.
    b. Programs to provide affordable rental housing.
    c. Programs to improve infrastructure to support affordable housing development.
    d. Programs to support public services addressing homelessness and affordable housing.
    e. Programs to support services to individuals in crisis i.e., domestic violence, financial crisis, mental health, etc.
    f. Programs to support improvements that increase employment opportunities for low- and moderate-income individuals.
2. Which of the following are lacking in your community? (Select all that apply)
    a. Programs to support affordable home ownership.
    b. Programs to provide affordable rental housing.
    c. Programs to improve infrastructure to support affordable housing development.
    d. Programs to support public services addressing homelessness and affordable housing.
    e. Programs to support services to individuals in crisis i.e., domestic violence, financial crisis, mental health, etc.
    f. Programs to support improvements that increase employment opportunities for low- and moderate-income individuals.
3. Which of these programs does your agency provide? (Select all that apply)
    a. Programs to support affordable home ownership.
    b. Programs to provide affordable rental housing.
    c. Programs to improve infrastructure to support affordable housing development.
    d. Programs to support public services addressing homelessness and affordable housing.
    e. Programs to support services to individuals in crisis i.e., domestic violence, financial crisis, mental health, etc.
    f. Programs to support improvements that increase employment opportunities for low- and moderate-income individuals.
4. Rank the following factors creating challenges in your community in order of priority (Rank the list in priority order)
    a. Affordable home ownership
    b. Availability of affordable rentals
    c. Accessing community support services i.e., youth programs, senior services, services to individuals with disabilities, services to individuals with mental illness, etc.

    d. Vocational training and support programs to improve opportunities for low- to moderate-income individuals to access employment.
5. From your agency's perspective what are the leading causes of homelessness? (select if it is: Not a Cause, Minor Cause, Somewhat a Cause, Major Cause, Primary Cause)
    a. Extended loss of income or financial crisis i.e., large unexpected medical expenses, unplanned major repairs, loss of employment, etc.
    b. Domestic violence / human trafficking
    c. Youth who are no longer able to live with their parents / guardians
    d. Mental illness
    e. Substance abuse and addiction
6. Please provide any other input that your agency feels would be helpful to provide to this program.
7. Agency name
8. Your name
9. Your email address
10. Phone number

# Q1 Eligible Activity Priority, Where Should the Money Be Spent? [Rank the list in priority order]

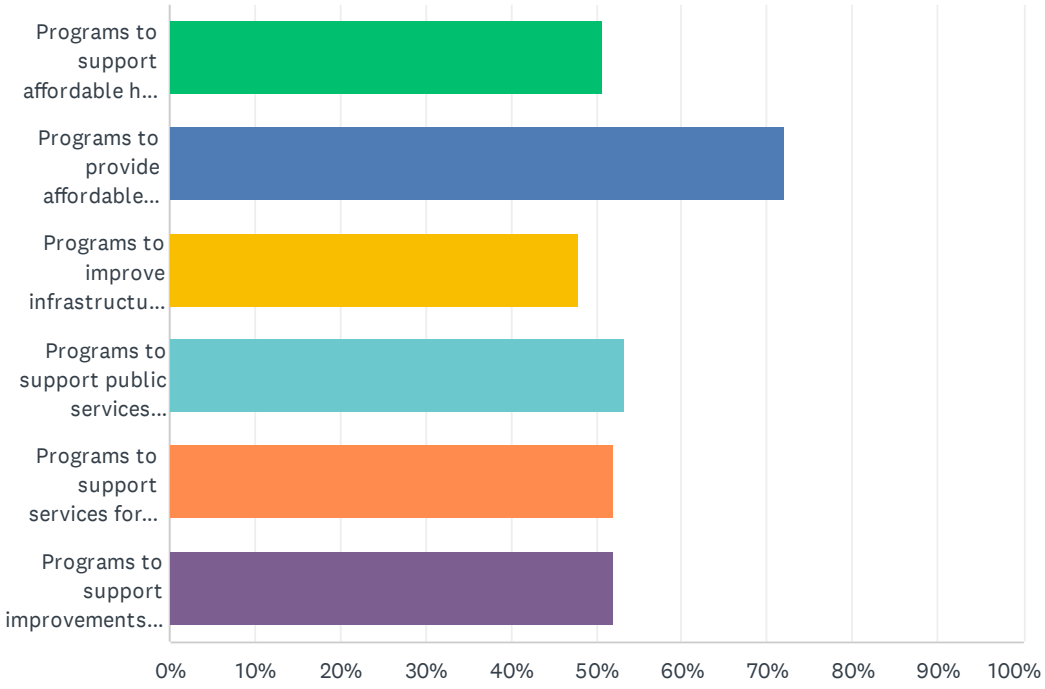
Answered: 75 Skipped: 0




| | 1 | 2 | 3 | 4 | 5 | 6 | TOTAL | SCORE |
|---|---|---|---|---|---|---|---|---|
| Programs to support affordable home ownership | 25.33% 19 | 9.33% 7 | 12.00% 9 | 12.00% 9 | 14.67% 11 | 26.67% 20 | 75 | 3.39 |
| Programs to provide affordable rental housing | 33.33% 25 | 25.33% 19 | 21.33% 16 | 13.33% 10 | 4.00% 3 | 2.67% 2 | 75 | 4.63 |
| Programs to improve infrastructure to support affordable housing development | 12.00% 9 | 16.00% 12 | 16.00% 12 | 25.33% 19 | 17.33% 13 | 13.33% 10 | 75 | 3.40 |
| Programs to support public services addressing homelessness and affordable housing | 12.00% 9 | 17.33% 13 | 20.00% 15 | 24.00% 18 | 14.67% 11 | 12.00% 9 | 75 | 3.52 |
| Programs to support services to individuals in crisis i.e., domestic violence, financial crisis, mental health, etc. | 6.67% 5 | 22.67% 17 | 21.33% 16 | 16.00% 12 | 22.67% 17 | 10.67% 8 | 75 | 3.43 |
| Programs to support improvements that increase employment opportunities for low- and moderate-income individuals | 10.67% 8 | 9.33% 7 | 9.33% 7 | 9.33% 7 | 26.67% 20 | 34.67% 26 | 75 | 2.64 |

# Q2 Which of the Following Are Lacking in Your Community? [Select all that apply]

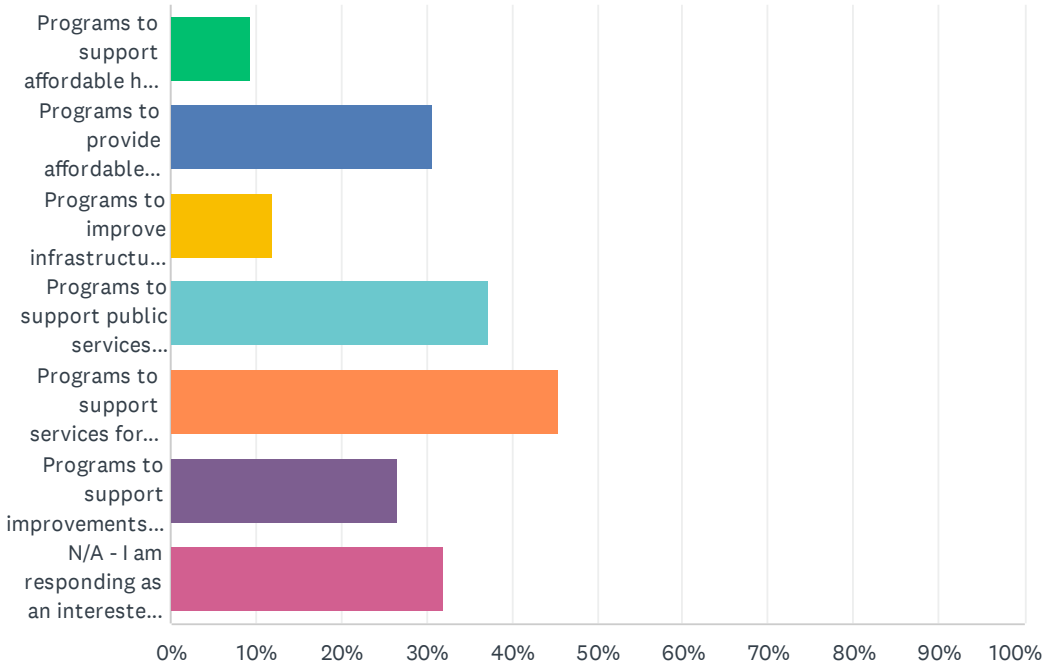
Answered: 75 Skipped: 0




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Programs to support affordable home ownership | 50.67% | 38 |
| Programs to provide affordable rental housing | 72.00% | 54 |
| Programs to improve infrastructure to support affordable housing development | 48.00% | 36 |
| Programs to support public services addressing homelessness and affordable housing | 53.33% | 40 |
| Programs to support services for individuals in crisis i.e., domestic violence, financial crisis, mental health, etc. | 52.00% | 39 |
| Programs to support improvements that increase employment opportunities for low- and moderate-income individuals | 52.00% | 39 |
| Total Respondents: 75 | | |

# Q3 Which of these Programs Does Your Agency Provide? [Select all that apply]

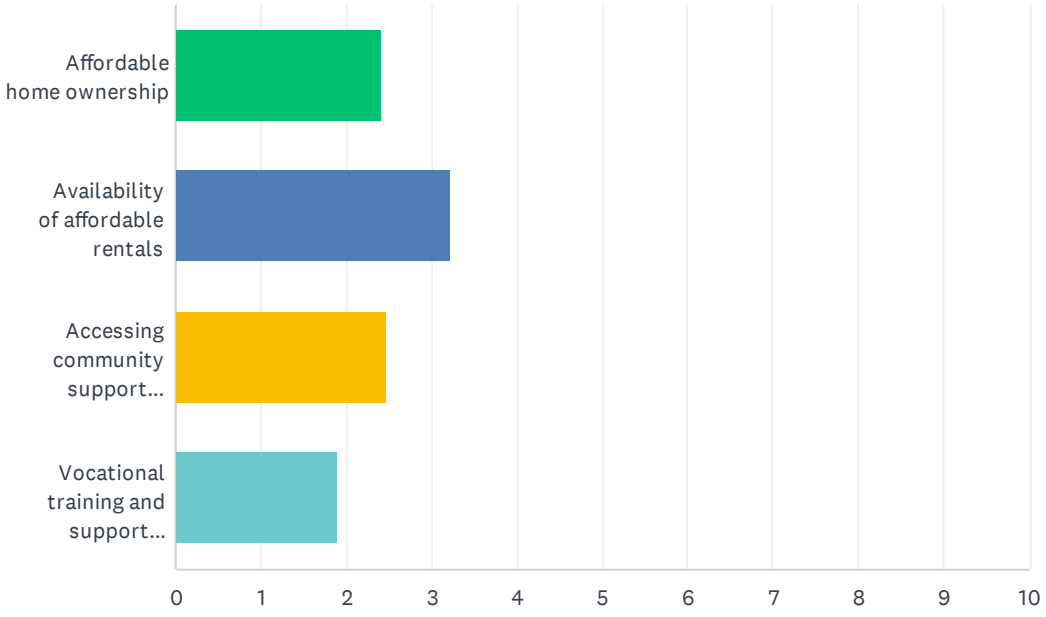
Answered: 75 Skipped: 0




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Programs to support affordable home ownership | 9.33% | 7 |
| Programs to provide affordable rental housing | 30.67% | 23 |
| Programs to improve infrastructure to support affordable housing development | 12.00% | 9 |
| Programs to support public services addressing homelessness and affordable housing | 37.33% | 28 |
| Programs to support services for individuals in crisis i.e., domestic violence, financial crisis, mental health, etc. | 45.33% | 34 |
| Programs to support improvements that increase employment opportunities for low- and moderate-income individuals | 26.67% | 20 |
| N/A - I am responding as an interested community member. | 32.00% | 24 |
| Total Respondents: 75 | | |

# Q4 Rank the Following Factors Creating Challenges in Your Community in Order of Priority [Rank the list in priority order]

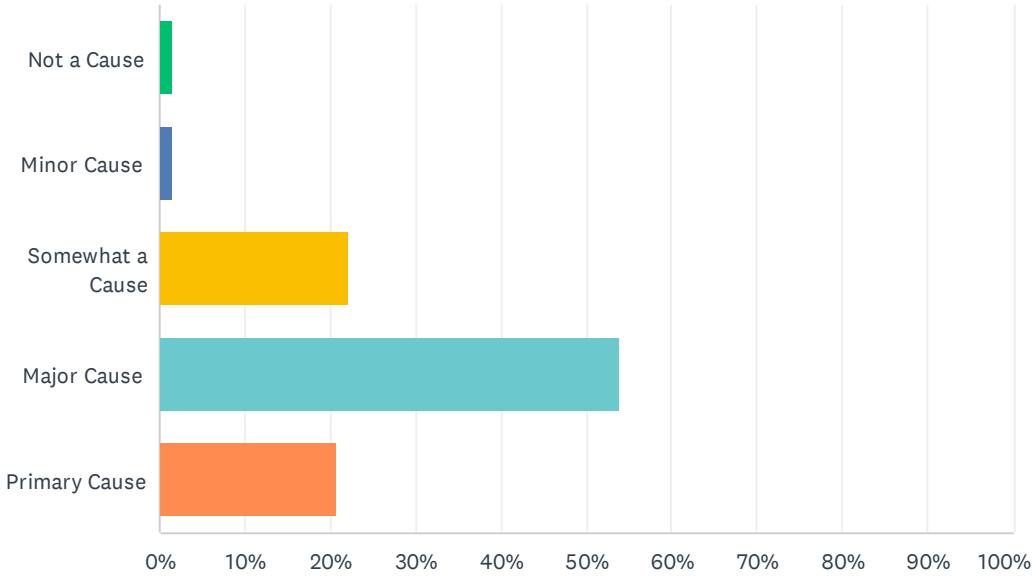
Answered: 75 Skipped: 0




| | 1 | 2 | 3 | 4 | TOTAL | SCORE |
|---|---|---|---|---|---|---|
| Affordable home ownership | 26.67% 20 | 18.67% 14 | 24.00% 18 | 30.67% 23 | 75 | 2.41 |
| Availability of affordable rentals | 46.67% 35 | 33.33% 25 | 16.00% 12 | 4.00% 3 | 75 | 3.23 |
| Accessing community support services i.e., youth programs, senior services, services to individuals with disabilities, services to individuals with mental illness, etc. | 18.67% 14 | 32.00% 24 | 26.67% 20 | 22.67% 17 | 75 | 2.47 |
| Vocational training and support programs to improve opportunities for low- to moderate-income individuals to access employment | 8.00% 6 | 16.00% 12 | 33.33% 25 | 42.67% 32 | 75 | 1.89 |

# Q5 Extended loss of income or financial crisis i.e., large unexpected medical expenses, unplanned major repairs, loss of employment, etc.

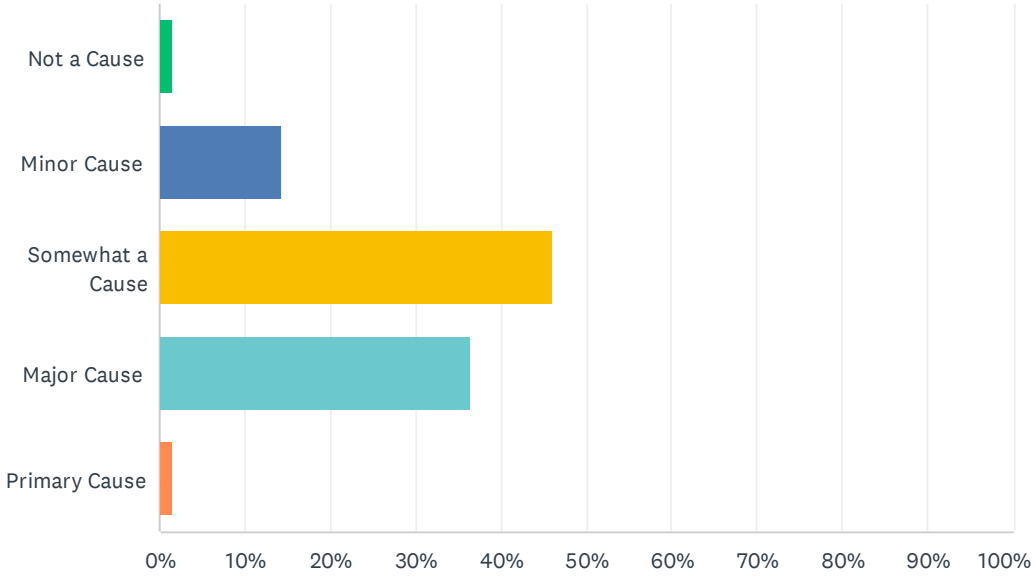
Answered: 63 Skipped: 12




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Not a Cause | 1.59% | 1 |
| Minor Cause | 1.59% | 1 |
| Somewhat a Cause | 22.22% | 14 |
| Major Cause | 53.97% | 34 |
| Primary Cause | 20.63% | 13 |
| TOTAL | | 63 |

# Q6 Domestic Violence / Human Trafficking

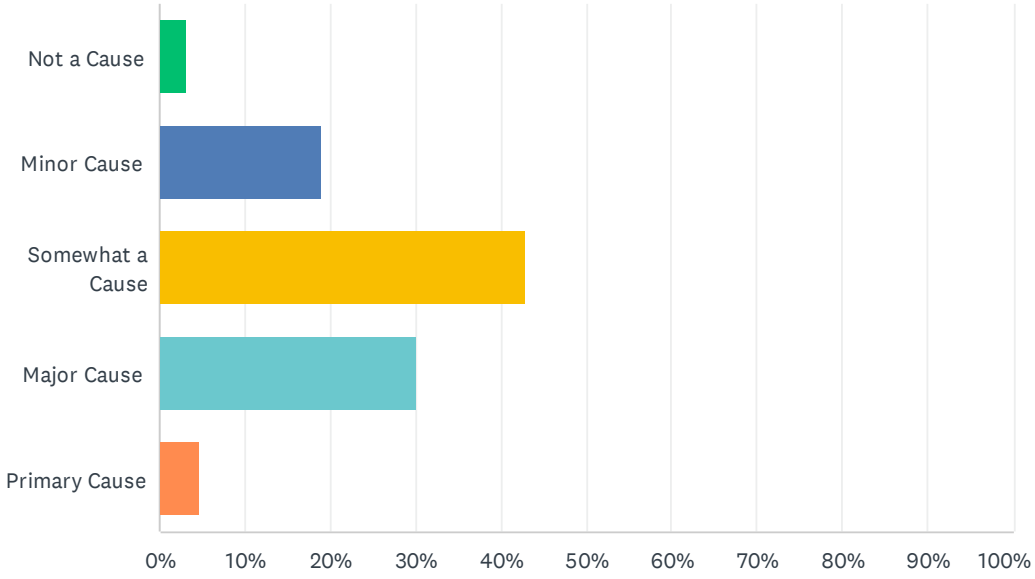
Answered: 63 Skipped: 12




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Not a Cause | 1.59% | 1 |
| Minor Cause | 14.29% | 9 |
| Somewhat a Cause | 46.03% | 29 |
| Major Cause | 36.51% | 23 |
| Primary Cause | 1.59% | 1 |
| TOTAL | | 63 |

# Q7 Youth who are no longer able to live with their parents / guardians

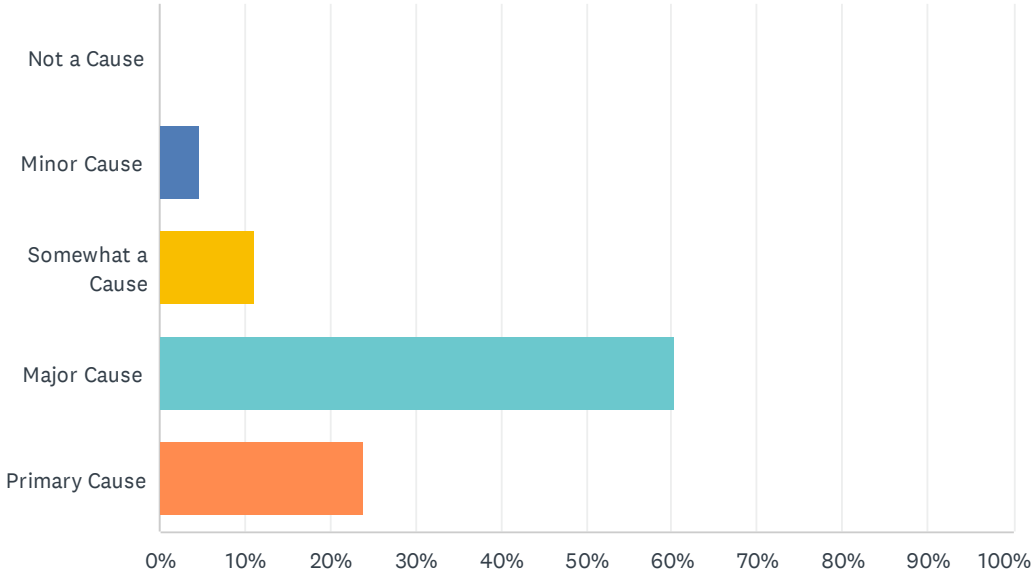
Answered: 63 Skipped: 12




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Not a Cause | 3.17% | 2 |
| Minor Cause | 19.05% | 12 |
| Somewhat a Cause | 42.86% | 27 |
| Major Cause | 30.16% | 19 |
| Primary Cause | 4.76% | 3 |
| TOTAL | | 63 |

# Q8 Mental Illness

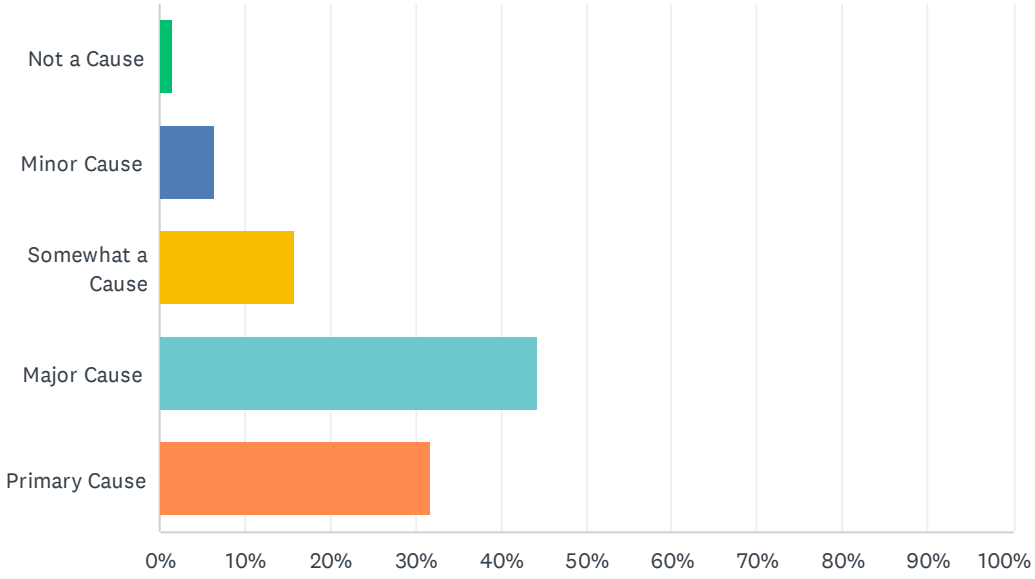
Answered: 63 Skipped: 12




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Not a Cause | 0.00% | 0 |
| Minor Cause | 4.76% | 3 |
| Somewhat a Cause | 11.11% | 7 |
| Major Cause | 60.32% | 38 |
| Primary Cause | 23.81% | 15 |
| TOTAL | | 63 |

# Q9 Substance abuse and addiction

Answered: 63 Skipped: 12




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Not a Cause | 1.59% | 1 |
| Minor Cause | 6.35% | 4 |
| Somewhat a Cause | 15.87% | 10 |
| Major Cause | 44.44% | 28 |
| Primary Cause | 31.75% | 20 |
| TOTAL | | 63 |

# Please provide any other input that you feel would be helpful to provide to this program.

[Responses are listed as submitted without edits or corrections]

| RESPONSES |
| --- |
| My son and I still become homeless by July 2025 our lease of our rental agreement will end by than and since I got technically no full time job and a disability now we help in being able to get a place to have a roof under our heads. I have a bit of income but would need help in with able to pay for rent more than 50% of it with the new income i started to get with the disability i have |
| As a provider of transitional housing, often see the importance of this service being overlooked or under served in the continuum of care. Transitional housing provides a much-needed steppingstone for individuals rebuilding their lives and prepares them to move on to a more permanent housing option. |
| We need more shelters and transitional homes and ways to help those who truly cannot help themselves |
| I believe the cause of homelessness is a combination of all of the above factors. Mental health and addiction are leading contributors to homelessness. |
| Students face many financial challenges to support their housing rent and mortgages. Many use their Financial aid to help pay for rent or pay their mortgages or/and help their parents rent and pay mortgages. The cost of living and housing costs has increased so much that Financial aid and employment is not enough to make it as a student. It's hard for students to become independent when needing to leave unhealthy family situations that involved physical, emotional and drug abuse. Shelters are temporally and they need something more permanent. Students are part of the community and contribute to the workforce. |
| more affordable housing units are needed in the Canyon area |
| low-barrier and housing first mentality is a must! keeping folks in their housing is critical until more affordable housing is available |
| We have had a fairly good combination of services for those in need but still needed more funding. My major concern is the lack of funding from the Federal and state governments. Also, I believe that 99% of the people in the Santiam Canyon that got case management after the 2020 fires have now moved beyond case management. FEMA was not particularly helpful. Some households had to apply 10+ times to actually get help from FEMA and some of households were finally getting payments from FEMA 3 years later. I'm sure that many households just gave up. |
| Substance use and mental illness go hand in hand. Most times you do not see substance use without mental illness which is why treating co-occurring disorders is so important. Many people self medicate to escape their personal reality. Peer mentors help so much because they listen to and walk alongside those who are suffering from the two primary causes of homelessness. |
| Having transitional housing for individuals who are struggling with their mental health and addiction, are always a constant factor when attempting to finding housing for an individual. There needs be more funding to help support creating these forms of housing. |
| The unhoused are not all on drugs or criminals, yet they are all grouped into one category. I feel like everyone should be able to get help if needed. It is hard to navigate a system you don't know, and if you also don't know anyone else. There should be some kind of help for them. |
| Personally, the skyrocketing rent has caused a huge increase in homelessness. Working families with low-wage jobs cannot afford to pay the rent. |

Affordable housing has been shown to decrease everything else. The community needs access to this despite national economic shifts.

The causes listed above, like addiction and mental health issues are exacerbated by the lack of hope for a good job and accumulating wealth over time.

This is a survey that will benefit the homeless community and I think that as more people answer questions on this survey, the more will be a greater idea how to support the homeless community.

Perfect storm, cuts in services, no options for mental health and drug and alcohol treatment, especially in youth, lack of affodable housing, no community programming to support youth and population in the margins, skyrocketing health care costs, social security unease.

Senior homelessness for economic reasons is surging in our program. They need a safe place to land and affordable rentals.

OHCS is not supporting how it should. coordinated entry is terrible. Scoring system doenst work, creates a gap

Eliminate illegal drugs and allow for enforcement of anti-camping on public properties/ROW.

Many factors lead to homelessness, and, for many homeless, there are more than one causes.

Living wage not keeping up with cost of living are huge economic hurdles. All costs play a factor in housing, market rate, lack of a broken down infrastructure, population increases and overwhelmed "systems". Federal funding continues to get more and more challenging to spend-BABA, Section 3, environmental reviews are time suckers, and developers don't need more challenges when the supply chain is still an issue. Creating a way to support more middle housing, not just multi family units, but more options for families and less infrastructure barriers for developers seems to be a smoother path. The government is not meant to support everyone all of the time. These funds are for a leg up to stability. Partnering where possible to leverage funds for a long term equitable event or product is more and more financially necessary.

Public transit, although not a direct support for affordable housing, is an affordable transportation alternative for those living within a quarter mile of a bus stop in Marion and Polk Counties. Cherriots enables low-income persons, including those experiencing houseless living, a way to get to social services and job interviews, which assists these individuals with getting back on their feet and living productive, healthy lives.

Soaring Heights provides sober living homes. A consistently, overlooked component of the continuum of care. Transitional housing has been proven to be a successful step for individuals recovering from substance use / homelessness to gainful employment and permanent housing.

Most homeless derives from loss of job, divorce and mental illness.

More inpatient treatment beds for behavioral health

I believe that poverty is the root cause of homelessness and despair

# Agency Name or Interested Community Member

[Not all participants identified their agency or name]

| RESPONSES |
| --- |
| N/A |
| Community Member |
| CCS |
| Cherriots |
| Soaring Heights Recovery Homes |
| Crossroads Communities |
| Community Member |
| SFSD |
| Silverton Area Community Aid |
| Interested Community Member |
| Legacy Health |
| Center for Hope & Safety |
| Chemeketa Community College |
| Interested community member |
| Arches/ Santiam Outreach Community Center |
| *Individual Name Removed to Protect Privacy* |
| Community Member of Santiam Service Integration |
| ROCC |
| MPELH |
| Stayton city council |
| Bridgeway Community Health |
| Interested Community Member |
| Interested community member |
| Community Member |
| Mid-Willamette Valley Community Action Agency |
| ARCHES |
| Mid-Willamette Valley Community Action Agency |
| DevNW |
| City of Woodburn |
| CBEL |
| Prefer not to provide |
| MCHA |
| Iron Tribe Network |

| |
|---|
| HIV Alliance |
| DevNW |
| CASA of Marion County |
| *Individual Name Removed to Protect Privacy* |
| Mt Angel School District |
| *Individual Name Removed to Protect Privacy* |
| HIV Alliance |
| Interested community member |
| Salem For Refugees |
| Valor Mentoring |
| United Way of the Mid-Willamette Valley |
| Church at the Park |
| City of Woodburn |
| Na |
| Bridgeway Community Health |
| City of Stayton |
| Santiam Hospital |
| UGM |
| Crossroads Communities |
| City of Salem |
| Salem Area Mass Transit District |
| Soaring Heights Recovery Homes |
| Seed of Faith Ministries |
| *Individual Name Removed to Protect Privacy* |
| Sheltering Silverton |
| Community Member |
| Keizer Chamber of Commerce |
| Bridgeway Community Foundation |
| *Individual Name Removed to Protect Privacy* |
| Capital Futbol Club |

# CDBG and HOME
# Recapture and Resale Policy




# Homeowner Residential Rehabilitation Program Policy

## Marion County Community Services

**Marion County-CDBG Homeowner Residential Rehabilitation Program**

**August 2, 2023**

## Introduction

Marion County is a participating jurisdiction in HUD's Community Development Block Grant (CDBG) Program. Marion County (County) has elected to establish a written Homeowner Residential Rehabilitation Program Policy to establish recapture requirements associated with the Homeowner Residential Rehabilitation Loan Program. This policy included in the appendices of the Annual Action Plan clearly describes the recapture provisions, the specific circumstances under which these provisions will be used, and how the County will enforce the provisions for Homeowner Residential Rehabilitation projects. HUD reviews and approves the provisions as part of the Annual Action Plan process.

The purpose of this section is to provide the policy for the Marion County's Homeowner Residential Rehabilitation Loan Program. County may use CDBG funds for different types of programs to assist with single-family residences:

- Homeowner Rehabilitation
- Construction of new housing
- Homeownership Assistance

For the purpose of this policy, only Homeowner Residential Rehabilitation will be addressed. If County chooses to engage in other allowed activities under the CDBG program, separate policies will be developed to accommodate these activities.

## General CDBG Property Restrictions

For a homebuyer or homeowner to be eligible for CDBG assistance, they must have a low to moderate income, at or below 80% of area median income, as provided by HUD. The household must be rehabilitating a home that they intend to maintain as their primary residence.

## Recapture Policy

Marion County uses a "recapture" model for the Homeowner Residential Rehabilitation program to assist homebuyers in the rehabilitation of the homeowner's primary residence.

**Homeowner Residential Rehabilitation Program**: Marion County has a Homeowner Residential Rehabilitation Program. A maximum amount of $50,000 of total assistance is available to qualifying LMI homeowners. The $50,000 is comprised of a 0% interest, deferred payment loan whereby 100% of the amount provided must be repaid if home is sold within the first 5 years. From years 6-10 the loan will decline at 14% of the original loan amount per year, leaving 30% of the original loan amount balance remaining. The remaining 30% of the original loan amount will

remain on the property payable at the time the property is sold, or transfer of ownership occurs. Underwriting will be conducted on each property to determine the amount of subsidy to contribute to each household. A written agreement, signed by all parties, in the form of a promissory note and trust deed will serve as the security for these loans. The lien will be recorded in the land records of Marion County.

Explanation of Recapture:

Remaining amount to be paid back to Marion County, based on the date of sale or transfer of the property.

**Loan Payback Example**

$38,000 – Original loan amount (maximum loan amount allowed in up to $50,000)

$38,000 due if sold in Year 1

$38,000 due if sold in Year 2

$38,000 due if sold in Year 3

$38,000 due if sold in Year 4

$38,000 due if sold in Year 5

$32,680 due if sold in Year 6

$27,360 due if sold in Year 7

$22,040 due if sold in Year 8

$16,720 due if sold in Year 9

$11,400 starting in Year 10 will remain as a lien until the property is sold or transfers ownership. In years 6 – 10 the loan balance declines by $5,320 or 14% per year of the original $38,000 loan amount until 30% of the original loan remains. There is no penalty for early repayment of the loan balance.

# HOME Recapture/Resale &

# Down Payment Assistance Policy

**Marion County Community Services**

## Marion County-Recapture/Resale Policy

## August 2, 2023

### Introduction

Marion County is a participating jurisdiction in HUD's HOME Investment Partnership Program. Federal regulations require the county to establish written recapture/resale policies that comply with HOME statutory and regulatory requirements for the purpose of carrying out HOME-assisted homeownership activities. This policy included in the appendices of the Annual Action Plan describes the recapture/resale provisions, the specific circumstances under which these provisions will be used, and how the county will enforce the provisions for HOME-funded homeownership projects. HUD reviews and approves the provisions as part of the Annual Action Plan process.

The purpose of this section is to provide the policies for Marion County's HOME Investment Partnership Program. Marion County may use HOME funds for different types of programs to assist with single-family residences:

- Down Payment Assistance provided to new homebuyers
- New Construction of Affordable Housing

Down payment assistance will be subject to the recapture provisions, and new construction or renovation will be subject to resale provisions.

### General HOME Property Restrictions

For a homebuyer or homeowner to be eligible for HOME assistance, they must have a low to moderate income, at or below 80% of area median income, as provided by HUD. The household must be purchasing, constructing, or rehabilitating a home that they intend to maintain as their primary residence. Depending on the amount of HOME assistance provided to the residence, the property must remain affordable for the number of years indicated in the County's written agreement with the homebuyer. If the property is sold during this time, or if it is no longer the primary residence of the household, the recapture/resale provisions will be enforced.

**Recapture Policy**

Marion County uses a "recapture" model for the down payment assistance program to assist homebuyers in the purchase of a new home. Under HOME recapture provisions, financial assistance is provided directly to the buyer and must be repaid if the property is sold, or transferred. The home must remain occupied by the qualifying low- to moderate-income (LMI) buyer during the affordability period. Once the funds are repaid to Marion County the property is no longer subject to any HOME restrictions. At that point the County may then use the funds for other HOME-eligible activities. Recapture will be enforced over a 99-year period for the Homeownership Program.

**Homeownership Program**: Marion County has established a down payment assistance program with a maximum amount of $125,000 in total down payment assistance available to qualifying LMI prospective home buyers. The assistance is provided through one loan comprised of two parts consisting of the following. The first part of the assistance is up to $25,000 in the form of a 0% interest, deferred payment forgivable loan whereby 100% of the amount provided must be repaid if the home is sold within the first 5 years. In years 6-10 the loan will decline at an equal amount per year until there is zero balance remaining. The second part of the assistance is up to $100,000 that will remain on the property as a 99-year lien payable at the time the property is sold, or transfer of ownership occurs. Underwriting will be conducted on each property to determine the amount of subsidy to contribute to each household. A written agreement, signed by all parties, in the form of a promissory note and trust deed will serve as the security for these loans. The lien will be recorded in the land records of Marion County.

To satisfy the recapture requirement, the home buyer must pay back the direct HOME Subsidy at the time of sale, transfer, or if they no longer occupy the property as the primary residence. Recapture is calculated by taking the sales price minus documented homeowner investment, first mortgage pay-off, *and closing costs. This amount is the "Net Proceeds."* ***The County's recapture is limited to the net proceeds***, if any.

Marion County will prorate all loans based upon the exact amount of assistance provided as permitted by the underwriting policy of the County.

Explanation of Recapture:

Sales price minus documented homeowner investment minus loan debt (non-HOME debt) minus closing costs equals net proceeds. Net proceeds minus direct HOME subsidy recapture equals homeowner equity.

For purposes of this program, documented homeowner investment is an improvement over $3,000 to the structure or permanently affixed major system of the home with valid, third party receipts and valid permits, if applicable. (See info under resale provisions for more details regarding eligible expenses)

**Loan Payback Example** (simple example is not inclusive of all potential factors that affect final first mortgage amount, but is intended to demonstrate recapture at the point of sale)

| | |
|---|---|
| Original Purchase Price | $350,000 |
| HOME Down Payment Assistance | $85,000 |
| Total Remaining Amount of First Mortgage | $265,000 |
| Sale Price of Home | $395,000 |

$395,000 (sales price) - $265,000 (1st Mortgage) - $15,000 (closing costs and documented homeowner improvements as referenced above) = $115,000 (Net proceeds available for recapture)

Based on $85,000 of down payment assistance, the amount of recapture due is as follows:

$85,000 due if sold in Year 1

$85,000 due if sold in Year 2

$85,000 due if sold in Year 3

$85,000 due if sold in Year 4

$85,000 due if sold in Year 5

$80,000 due if sold in Year 6

$75,000 due if sold in Year 7

$70,000 due if sold in Year 8

$65,000 due if sold in Year 9

$60,000 starting in Year 10 will remain as a 99-year lien or until the property is sold or transferred.

**Resale Policy**

The resale method is used when Marion County provides funding directly to a developer as a subsidy to reduce development costs, thereby, making the price of the home affordable to the buyer. Commonly referred as a "Development Subsidy," these funds are not repaid by the developer to the County but remain with the property for the term of affordability. These subsidies are subject to resale provisions. It is the policy of the Marion County Board of Commissioners to offer development subsidies up to the maximum amount permitted by HUD.

The HOME statue states that "resale provision must limit subsequent purchase of the property to income-eligible families, provide the owner with a fair return on investment, including any improvements, and ensure that the housing will remain affordable to a reasonable range of low-income homebuyers."

**Affordable Maximum Monthly Housing Cost Defined**

Marion County's policy is to assist households whose income is between 60-80% of AMI through its HOME-funded homeownership activities. Marion County considers affordability as a household spending no more than the maximum allowed under Federal Housing Administration (FHA) income on the fixed costs of owning a home (payments of principal, interest, taxes, and insurance).

Restrictive covenants between the original homebuyer and the County must be signed prior to purchase. This must state the amount of HOME subsidy, the Period of Affordability, and the Fair Return Provision. The new homebuyer must be low or moderate income, meeting the HOME Program definition, and occupy the property as the principal residence during the remaining term of affordability.

Deed restrictions and Promissory Note must be executed and recorded by the County. It must include the number of years for the Period of Affordability; the amount of HOME subsidy used by the homebuyer; the terms of occupancy required as principal residence; and the restriction of the property's sale to income-eligible homebuyers during the remaining term of affordability.

New HOME funds may be invested in the form of down payment assistance for a subsequent low-income homebuyer at resale. This will extend the Period of Affordability according to the HOME guidelines and the property will remain subject to resale provisions.

Pre-payment of HOME funds does not terminate the Period of Affordability. The owner will be required to reside in the unit until the Period of Affordability has concluded. The exception to this is the sale or transfer of the residence or foreclosure.

**Fair Return on Investment**

Marion County will administer its resale provisions by ensuring that the original homebuyer receives a fair return on his/her investment and that the home will continue to be affordable to a specific range of incomes. Fair return on investment means the total homeowner investment which includes the total cash contribution at the time of purchase plus the approved capital improvements.
Documented homeowner investment is an improvement over $3,000 to the structure or permanently affixed major system of the home with valid, third party receipts and valid permits.

Eligible capital improvements could include but are not limited to the following:

a) Any additions to the home such as a bathroom, bedroom, or garage

b) Replacement of HVAC systems, doors, windows, etc...
c) Accessibility improvements (bathroom modifications for disabled or elderly, installation of wheelchair ramps and grab bars, etc.) any and all of which must have been paid for directly by the homeowner and were not installed with federal, state, or locally funded grant programs; and
d) Outdoor improvements (driveways, walkway, retaining wall, or fence)

Note: All capital improvements will be visually inspected to verify existence and require valid receipts and permits if applicable. Regular home maintenance items such as furnace filters, duct cleaning, appliance repair, lawn care are not considered capital improvements.

**Continued Affordability and Resale Requirements**

Non-compliance with the residency requirement will necessitate the immediate repayment of HOME funds invested into the property unless the house is reoccupied by the original homebuyer or subsequently sold.

Resale is triggered when the house is sold or occupied by a household other than the original homebuyer during the term of affordability and a direct subsidy was provided to a developer.

When resale is triggered during the Period of Affordability, the developer/sponsor or subrecipient shall notify the county who will:

1. Agree to the new sale price with consultation from the subrecipient and written determination from a realtor or appraiser.
2. Confirm the fair return calculation to the seller and/or the county.
3. Review the income eligibility of the subsequent buyer; and
4. Determine the amount of time left to assume on the period of affordability.

The period of affordability is defined in the table below:

| Homeowner Assistance Amount | Minimum Period of Affordability Years |
|---|---|
| Under $15,000 | 5 |
| $15,000 to $40,000 | 10 |
| Over $40,000 | 15 |

At the point of resale, if the LMI buyer receives HOME funds for down payment assistance, then the period of affordability restarts and the resale provisions apply to the property. If a qualified LMI buyer purchases the home without further assistance with HOME funds, then only the remainder of the original period of affordability will remain in effect.

Marion County will use a market rate (fee simple) appraisal conducted by an independent, state licensed appraiser to establish the value of the property prior to the initial purchase of the home, Marion County follows the standard practice for all real estate purchase transactions. By obtaining a new market rate fee simple appraisal, upon notice of intent to sell by the homebuyer, the County ensures that standard methods for determining property values are always used. In this way, market values are easily measured, professionally determined, and publicly accessible. No subjective judgments are made by the County or the homeowner as to what constitutes value and how value is determined.

The owner will be required to reside in the unit until the Period of Affordability has concluded. Pre-payment of HOME funds will not terminate the Period of Affordability. The exception to this is the sale or transfer of the residence or foreclosure.

The County may invest additional HOME funds to preserve affordability of the unit in the event of foreclosure.

The County will seek to collect the HOME investment due if the house is sold or goes into foreclosure and no subsequent qualified low-income homebuyer can be identified. The collection will be limited to the net proceeds available.

# Public Meeting Materials

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**July 23, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, and Danielle Bethell. Staff: Jan Fritz, Matt Lawyer, Trevor Lane, Alvin Klausen, Mike Hartford, Brian Nicholas, Chris Einmo, Dennis Mansfield, Rhett Martin, Mark Liudahl, John Pettifer, Alisa Zastoupil, Wendy Zieker, Natalie Stone, Carol Heard, Steve Dickey, Sheila Roberts, Chris Eppley, Lori Klemsen, Skylar Stangeland, and Scott Norris.

Jan Fritz called the meeting to order at 9:30 a.m.

INFORMATIONAL:

**Suddath Relocation Systems of Oregon: Moving and Storage Services (HE-5614-23)**
**-**Rhett Martin, Mark Liudahl
***Summary of presentation*:**

- Amendment for contract extension;
- Provide moving services for various projects including several past moves;
- Want to utilize services for upcoming projects:
    - Transition into new Psychiatric Crisis Center (PCC) building;
    - Moving out of Beverly Avenue Buildings; and
    - Moving to the first floor of 3180 Center Street.
- Moving crates are provided and everything is moved over the weekend;
- Amendment adds $150,000 and three years; and
- Will cover all projects up to July 2027.

**Board Direction:**

- The board of commissioners (BOC) is good to proceed with the item on consent.

**Environmental Health Licensing of Recreational Vehicle Parks**
-Wendy Zieker, Alisa Zastoupil
***Summary of presentation*:**

- Continued from compliant regarding an RV Park and individuals staying long term;
- Ongoing discussion with the city of Salem, and Oregon Health Authority (OHA):
    - Provided the following guidance:
        - Leased or rented RVs within mobile home parks for three month or less can be licensed as a recreation park; and
        - The three-month time frame is based on seasonal use and fits the tourist facility concept.
    - RV parks with permanent tenants living year around in all available spaces are not licensable as it is no longer considered seasonal; and

    - RV Parks with spaces for long term and transient use will require a recreational park license and must pay the fees for the spaces used for transient purposes.
- Currently all are licensed, and it is based on spaces:
    - The license reflects the number of existing spaces.
- Purposing to license only the short-term spaces;
- OHA is the regulating authority, and it has stated anything over three months is not to be licensed or regulated:
    - OHA stated they will not back the county if they choose to regulate over three months.
- City of Salem stated they do not want to do any code enforcement, in the area, as Marion County gave a license in 2001:
    - It was a temporary license which can be revoked.
- The area in question is outside of Marion County and the Environmental Health staff does not have electrical expertise.

**Board Direction:**

- Meeting with Commissioner Bethell and Legal Counsel to discuss rules; and
- Schedule a work session, propose legal options and invite the city of Salem and
- Follow up on illegal unlicensed roadside food vendors and carts.

**Provide Psychiatric Mental Health Nurse Practitioner, Rachael Liebman, Service at the Psychiatric Crisis Center (HE-61646-24)**

-Natalie Stone

***Summary of presentation*:**

- PCC is looking for another provider as the current provider works 16 hours:
    - Evening and weekend coverage is needed
- Ms. Liebman applied for the position and has experience;
- Contract is for two years and up to $480,000;
- Contracting instead of hiring as a county employee:
    - Able to bill for services and do not need to pay for any other expenses; and
    - Providers do not work full-time and have other practices.
- PCC needs more flexible coverage;
- Ms. Liebman is a Psychiatric Mental Health Prescriber; and
- Bill for services provided and then get reimbursed.

**Board Direction:**

- The BOC is good to proceed

**Briefing on the Approval of the 2024-2025 CDBG/HOME Annual Action Plan**

-Steve Dickey

***Summary of presentation*:**

- Action Plan is submitted U.S Department of Housing and Urban Development (HUD) to receive funding for 2024/2025 program year;
- The plan must be approved through a public hearing process:
    - Scheduled for August 7, 2024.
- Plan is then submitted to HUD by August 16, 2024;
- The plan went out for public comment for 30 days:
    - Closed August 2, 2024; and
    - No public comment was received.
- Mt. Angel Street sidewalk is on Railroad Avenue;
- Soaring Heights is listed as a project applied for and the process it went through:

    - Will not be part of the plan that is submitted to HUD.
- Chemeketa and the Housing Authority partnership is in process:
    - There have been meetings.
- CASA of Marion County is specifically funded for Woodburn's project;
- Church at the Park commercial kitchen is within the Salem city limits:
    - Provide homeless services for individuals throughout the county; and
    - The kitchen will serve all their sites.

**Board Direction:**

- Silverton Area Community has funding shortage:
    - Mr. Dickey to investigate this.
- The BOC is good to proceed.

**Approval of Agreement with Union Gospel Mission for Simonka Place Renovation**
-Steve Dickey

***Summary of presentation*:**

- Many conversations with Simonka Place and UGM staff and board;
- An agreement has been reached and ready to be signed; and
- The agreement is for $1,463,481.

**Board Direction:**

- Dan of Simonka's Place to attend and for a presentation to be prepared; and
- The BOC is good to proceed.

**MCLEA Health Insurance Study Committee Member Recommendation – Gina Courson**
**-**Lori Klemsen

***Summary of presentation*:**

- Need an additional unrepresented member for the Marion County Law Enforcement Association (MCLEA) HISC committee;
- Seeking approval to appoint Ms. Courson to the MCLEA HISC;
- Salvador Llerenas, HR Director, discussed with the Undersheriff on who to appoint;
- FAPO, bargained to become part of the MCLEA benefits:
    - Represented FAPO joined the MCLEA HISC; and
    - An unrepresented member who was part of FAPO and now in management must join.
- Ms. Courson was a Parole and Probation deputy for FAPO previously:
    - She is currently a sergeant.
- Sergeants will be represented, and this is for an unrepresented position;
- Ms. Klemsen spoke to the Undersheriff and Ana Jefferson was proposed for approval.

**Board Direction:**

- Ms. Klemsen will speak with the undersheriff and get back to the BOC

**Appointment and Renewal of Marion County Public Safety Council Members**
-Gary White

***Summary of presentation*:**

- Reappointing the following individuals:
    - Frank Lonergan, Mayor of Woodburn;
    - Ed McKenney as a business representative;
    - Don Fredrickson as a business representative; and
    - Michael Runyon of the Oregon Youth Authority.

- Appointment of the following new members:
    - Soraida Cross; and
    - Jonathan Castro Monroy.

**Board Direction:**

- The BOC is good to proceed; and
- Mr. White to ask new members if they would like to attend board session

**Dick Hannah Chevrolet Purchase of 16 Chevrolet Malibu's**

**-**Dennis Mansfield, Michael Pierce

***Summary of presentation*:**

- The purchase total is $374,420.32;
- 12 of the vehicles are Marion County Health and Human Services replacements;
- Purchased 36 Oregon Department of Administrative Services (DAS) vehicles:
    - Have been maintained by Marion County Public Works;
    - They have high mileage and significant maintenance issues;
    - Created a three-year plan to replace all 36 vehicles;
    - 12 vehicles to be replaced each year; and
    - This is year two of the process.
- Vehicles will be paid through the Oregon Health Authority funding;
- Some of the DAS vehicles were sold for a profit of $10,000:
    - There are 24 vehicles left.
- Four of the vehicles are on the annual replacement plan:
    - Three for MCHHS and one for the Juvenile Department.
- Previously DAS maintained the vehicles:
    - MCPW is now maintaining and is a little behind; and
    - As they are renewed the burden is lessened.
- Pool vehicles are maintained by MCPW.

**Board Direction:**

- The BOC is good to proceed.

**Carson Oil for Secondary Fueling System Using Key/Card-Lock**

-Dennis Mansfield, Michael Pierce

***Summary of presentation*:**

- Increased in April to $150,000 which expired in June; and
- Renewing for $150,000 for two years.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**Radio Technology Services (RTS) Contract PW-1355-21, Amendment #7**

**-**Brian Nicholas

***Summary of presentation*:**

- Services for the next project phase:
    - Engineering and deployment of the radio system.
- Budget is based on billing rate of $95 an hour;
- 18-month extension and it will take as long to get a design, civil site improvements completed, and deploying the radio system;
- Budgeted at 40 hours a week at $95 an hour:
    - These are up to amounts, unworked hours are not paid.
- On average RTS is used is 32 hours a week;
- Consultant will be used for at least the next 18 months;

- Beginning to negotiate Tait Contract;
- A detailed pre-negotiation position has been created;
- Briefing the Sheriff on negotiations:
    - The Sheriff is interested in ensuring needed features are included.
- Negotiations will be for the price;
- Have removed all the items that are nice but unneeded:
    - Scrubbed $10 million out of initial proposal.
- Met with executive committee of METCOMM in June:
    - Laid out financial perspectives and what funding is needed;
    - Committee stated they are on board with the project;
    - Want to be active in the project's success; and
    - Larger fire districts may subsidize the smaller districts.
- Plan on getting User Agreements to be executed by the end of the calendar year:
    - No one will sign anything until concrete monthly user fees are known; and
    - This will take about two months to assess.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**North Santiam Canyon Sewer Project – Summer 2024 Update**

-Chris Einmo

***Summary of presentation*:**

- Oregon Department of Environmental Quality (DEQ) septic permitting rules effecting the Commercial Septic Program:
    - Not all commercial properties are affected;
    - Half the commercial properties in Detroit are proposing use for high strength waste:
        - Waste heavy in oils and greases; or
        - Waste high in sugar or carbohydrates.
    - All such waste must go through DEQ's Water Pollution Control Facilities (WPCF) permit:
        - Marion County is not able to permit this.
    - For 30 years counties permitted for this by placing pre-treatment systems:
        - Lowering waste strength to residential levels; and
        - Per DEQ this isn't allowed under OAR and is not allowed from now on.
    - There is not a repair permit under WPCF, and all new rules are in place;
    - Lots in Detroit are too small for the WPCF process and the process is longer;
    - Working with property owners and getting clarification;
    - Strategy was to rely on county permitting and when needed use DEQ:
        - Use septic care rules heavily;
        - Per DEQ unable to do this.
    - All new systems must be complaint with modern standards under the WPCF permit:
        - The Commercial Septic Program strategy has collapsed; and
        - This does not impact commercial properties that are not food service.
    - Anything above 2,500 gallons triggers other requirements:
        - Nitrogen groundwater studies and other items; and
        - This threshold is met by a 50-seat restaurant.
    - Small volume high strength waste businesses will have longer and more expensive process;
    - Large area is needed for a new system that meets standards:

        - The park is not large enough as it handles the city's sewer system.
    - Run into the 3 Basin Rule issue.
- 3 Basin Rule Challenges:
    - Issues in permitting wastewater treatment plant;
    - Met with the city of Salem and are supportive with changes to the rule:
        - To allow permitting systems possible in other areas;
        - Supportive of National Pollutant Discharge Elimination System (NPDES) process:
            - A more robust system.
        - Unsupportive of WPCF process.
    - Came up with proposed rule language for the 3 Basin Rule:
        - Done with MCPW and the City Salem Public Works.
    - Helps surpass hurdles and protects the environment;
    - Will allow to permit under the Clean Water Act;
    - High standards of quality but they are being met for Mill City and Gates;
    - Make a petition to DEQ for a rule change;
    - The Environmental Quality Commission has 60 days to meet and rule after submission:
        - Public comment period;
        - Rule can take place on the spot; and
        - An emergency rule making session can take place giving them a few months to change ruling.
    - If petition is accepted publicly owned systems are permitted under the Clean Water Act and obtain normal NPDES permits;
    - Spoke to System Project Manager of the McKenzie River:
        - The system is smaller;
        - Creates a path forward for them in the future.
    - The three pathways are as follows:
        - Submit petition requesting rule making;
        - Governor can direct rule making; and
        - Legislation in the next session.
    - Petition submission targeting to be done in October;
- Brian Martin, City of Salem, is not supportive of submitting a WPCF permit application to start the process and switching to a NPDES permit:
    - Brian Nicholas will be informing him that it needs to move forward.
- Access is restored to the Mill City site:
    - Infiltration basin will be simulated;
    - DEQ is invited to observe; and
    - Will be a test for the permitting pathway.
- In the process of acquiring Mill City property and owners' concerns have been resolved through resolved offer:
    - Agree to meeting but other items are being dealt with first;
    - If acquisition does not take place, then the process starts over:
        - The first step will be going to the Linn County BOC and request a resolution.

**Board Direction:**

- Create memo of what has been done, its costs, and outcomes:
    - The costs, outcomes, and timeframes created because of the DEQ changes.
- Reach out to Commissioner Heather Buch in Lane County and Commissioner Tootie Smith in Clackamas County:

    - Make them aware of the 3 Basin Rule proposed changes; and
    - Getting commissioners support will be helpful for the petition submission.
- Begin process of working with legislatures to get a bill going as back up; and
- Set up a meeting with city of Salem, Governor's office and MCPW staff.

**Board Session Agenda Review**
-Kevin Cameron
- Overview of agenda;
- Walking on two items:
    - Amend contract with the City of Salem AIC Work Crew IGA; and
    - MCLA HISC member recommendation.

**Board Direction:**
- The BOC is good to proceed.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>
**Commissioner Danielle Bethell**
- National Committee on Public Lands (NCPLC) for NACo WIR:
    - Will be attending.

**Commissioner Kevin Cameron**
- Joint Transportation meeting in Albany;
- Capital Futbol Club (CFC) Traffic meeting:
    - Marion County Engineering likes the created plan;
    - Potential to hire internal flaggers for traffic direction; and
    - Have a plan for signs.
- Fire Recovery Open House.

**Commissioner Colm Willis**
- N/A

<u>OTHER</u>
Commander Mike Hartford – Amend contract with the City of Salem AIC Work Crew IGA
- City of Salem's Legal Counsel had issue with the Hold Harmless clause;
- Worked with Marion County's Legal Counsel to update the contract; and
- The city and county hold each other harmless.

**Board Direction:**
- The BOC is good to proceed with item to be walked on the consent agenda.

Commissioner Bethell – Center Street Tree
- Mayor Elect Hoy should be reached out to regarding this:
    - This issue is likely to upset some in her community as this is in her ward.
- The tree is located on 4553 Center Street;
- The process of removing the tree will be authorized at a board session in two weeks;
- The tree is located in the right-of-way, making it the county's tree:
    - Over time it has expanded into the homeowner's property.
- Will compensate the homeowner appropriately;
- Both Councilors need to understand the pedestrian safety is a priority:
    - Per their transportation plan it is their priority too.

**Board Direction:**
- Commissioner Cameron to reach out to Councilor Vanessa Nordyke; and
- Scott Norris to reach out to Councilor Julie Hoy.

**Adjourned** – time: 11:03 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**August 6, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, Danielle Bethell, and Colm Willis. Staff: Jan Fritz, Matt Lawyer, Trevor Lane, Shawnnell Fuentes, Jon Heynen, Gary White, Nick Hunter, Brian Nicholas, Carl Lund, Kelli Weese, Lani Radtke, Ryan Crowther, Steve Brooks. Dennis Mansfield, Laura Sprouse, Kelly Martin, Phil Blea, Sheila Roberts, Steve Dickey, Tina Schwikert, Joe Malachi, Chris Eppley, Skylar Stangeland, Brian May, Scott Norris, and Chad Ball.

Jan Fritz called the meeting to order at 9:31 a.m.

INFORMATIONAL:
**Reworld July 8th Work Session Response and Future Evaluation**
-Brian May
***Summary of presentation*:**

- July 8, 2024, Work session with Reworld representatives and Marion County:
  - Discussed future potential options.
- Another meeting scheduled August 14, 2024, at 11:00 a.m.;
- Reworld submitted a letter with four topics of discussion:
  - Marion County investigate creating a transfer station by lease with Reworld;
  - Marion County buys facility and partners with Reworld to operate;
  - Reworld will continue looking to sell to a third party; and
  - Reworld has researched several scenarios and factors were evaluated including capital requirements, current and future market implications and potential changes to the regulatory environment:
    - Reworld is unable to commit to long-term operation of the facility given the challenges of the factors beyond December 31, 2024.
- If nothing is done option four is most likely to happen and there will be no operation after December 31, 2024;

**Board Direction:**

- Schedule work session August 12, 2024, to prepare for August 14, 2024, meeting;
- Need to discuss what each option means/entails;
- Bring as much information as possible prior to meeting;
- Commissioner Bethell's e-mailed questions to be answered; and
- The board of commissioners (BOC) are good to proceed.

**Cascade Highway Resurfacing Project – Centerline Rumble Strips**
-Lani Radtke

***Summary of presentation*:**

- Part of the project is reinstalling rumble strips that have been in place since 2018;
- Concern came from a Marion County resident, Ms. Schwikert regarding the strips:
    - Concern came in about two months; and
    - Would like an alternative as strips are loud to neighboring residents.
- Aware of loudness as the Oregon Department of Transportation (ODOT) began considering installing strips within 600 feet of homes;
- All Roads Transportation Safety (ARTS) program is funding to reduce fatal injuries:
    - To get funding there is a need for serious and fatal crash history that are reducible by countermeasures.
- An alternative is sinusoidal strips which are more rounded:
    - Not done in Oregon and there is concern on its effectiveness; and
    - Concern of contractor not being able to do this as it is a new method.
- Decision was made to install the original rumble strips:
    - The BOC received multiple emails from upset residents.
- Prior to rumble strips there were a couple fatal crashes in 2011 and 2017;
- Systemic treatment that looks at the corridor as a whole:
    - It looks at repeated patterns and seek countermeasures to address patterns.
- Centerline rumble strips address head on collisions and run-off road crashes;
- This is an area where individuals drive faster than posted and move into the oncoming lane at the curve to avoid slowdowns:
    - Causing them to go over the rumble strips more often.
- Accidents occur all along the corridor;
- Most vehicles go off the lane on the curve;
- There has been one fatal crash on the straightaway in 1995;
- There is a grant to do rumble strips on the fog line and center lane;
- There are 80 homes on Cascade Highway and not placing within 600 feet would mean no rumble strips at all;
- Sinusoidal strips decrease the noise and tactile experience:
    - The concern is the accompanying reduction in potential safety benefits.
- Cannot assess crash history in small sections as certain sections of this road are not more likely than others to have crashes;
- Will assess alternatives to the fog/edge line and present them to the BOC:
    - Can discuss with ODOT regarding alternative funding uses.
- ARTS allows local agencies to choose countermeasures and use ODOT funding:
    - Assess the problem and identify countermeasures;
    - An amount is placed on reduction of serious injury and fatal crashes which is compared to the cost; and
    - Obligated to maintain installation for 20 years.
- Using County Road Fund to install the rumble strips;
- There is a balance between not disturbing residents and potential liabilities:
    - The county committed to placing safety measures and then removed them.
- Fog line design has not happened yet;
- Striping happens after placing rumble strips:
    - Waiting longer without striping raises other safety issues; and
    - There is about two to three weeks before paving is completed.

**Board Direction:**

- Come back to the BOC with some alternatives next week.

**Solid Waste Management Advisory Council (SWMAC) Appointment Considerations**

**-Keith Bondaug-Winn, Chair**

**-Bonnie Sullivan, Vice Chair**

-Brian May

***Summary of presentation*:**

- This is a 16-member council;
- By-laws state that the Chair and Vice-Chair are elected every year; and
- In May the council voted to reinstate Mr. Bondaug-Winn as Chair and Ms. Sullivan as Vice-Chair.

**Board Direction:**

- The BOC is good to proceed with the item on consent.

**Marion Water Quality Advisory Committee (MWQAC) Appointment Consideration of Justin McGillivary**

-Brian May

***Summary of presentation*:**

- Mr. McGillivary is filling an At-Large position;
- MWQAC is an 11-member council;
- Terms are served for four years;
- To become part of the committee the following steps take place:
    - Attend a MWQAC meeting;
    - Interview process; and
    - If approved, move forward to join the committee.
- Mr. McGillivary has the following qualifications:
    - Background in water resource;
    - Bachelor's degree in geography with a minor in Water Resource Management from Portland State University;
    - Wastewater Two Certification;
    - Certified in erosion and sediment control;
    - Works at the Oregon Department of Environmental Quality (DEQ) as a Stormwater Quality Specialist:
        - He made it clear he will not be representing DEQ.
- MWQAC advises on stormwater, water quality education, regulation, and county programs:
    - Work with staff regarding requirements for permitting and bring recommendations to the BOC.
- MWQAC has representation from some of the following:
    - Builders Association;
    - Land Development, Consultants; and
    - Citizen members.
- There is a strong industry perspective on the committee.

**Board Direction:**

- There is a potential conflict of interest as there may be interaction with individuals within the committee that Mr. McGillivary regulates; and
- Send an e-mail to the BOC regarding what is Mr. McGillivary's DEQ jurisdiction:
    - Need transparency if there is any, or potential of, regulatory oversight of companies in Marion County.
    -

**Suicide Prevention Awareness Proclamation Draft**
**-**Kelly Martin and Laura Sprouse
***Summary of presentation*:**

- Would like to do Suicide Prevention Month proclamation for September;
- The 'Life is Better with You Here' campaign will be continued:
    - It has been well received in the community.
- Will be doing some of the same activities of previous years;
- Working with first responders to promote 988:
    - Gave them card to handout during call responses.
- When individuals call 988, they are routed to specific hotlines including the veteran or agriculture hotlines;
- In the process of hiring a Youth Coordinator;
- Engaged in the rural communities;
- Pop-ups at local high schools and events;
- Sensory kits went out to most middle and high schools with the program's information;
- Working with the Boys and Girls Club and Teen Advisory Boards at local high schools; and
- Will bring supplies and materials with the campaign slogan to board session.

**Board Direction:**

- Proclamation to be e-mailed to the BOC;
- Work with Marion extension relating to the agriculture hotline;
- Reach out to various youth organizations and high schools as they are doing their own related projects:
    - To build effectiveness and collaboration.
- Commissioner Kevin Cameron will send contact information for a contact point.

**Down Payment Assistance and Homeowner Residential Rehabilitation**
**-**Steve Dickey
***Summary of presentation*:**

- Down Payment Assistance Report:
    - Since our last meeting three new recipients have come in;
    - There are 59 application submissions for assistance;
    - Those who have received assistance in the last month include:
        - Single mother with a teenaged son found a home in Northeast Salem:
            - Manufactured home and land price are $335,000; and
            - The down payment assistance is $125,000.
        - Single father with three preteens found a home in Jefferson:
            - Manufactured home and land price are $300,000;
            - The down payment assistance is $125,000; and
            - An additional $30,000 from DevNW.
        - A couple with two small children found a home in Mill City:
            - Older home with the price of $300,000; and
            - The down payment assistance is $125,000.
    - In the last two weeks an application was submitted, and another home is close to closing. Additional updates to come on these;
    - The current amount available for down payment assistance is $952,738:
        - Will finish using the funds from 2021 and then use 2022 funding.
- Homeowner Rehabilitation Program Report:
    - The current available amount is $1,157,123;

    - There have been seven jobs completed for a total of $249,301.75;
    - There are 16 additional projects under construction:
        - With a total estimate of $582,600.63.
    - There are eight additional projects in the bidding process;
    - There are 41 additional projects that are in the process of applying for the homeowner rehab program;
    - To date five applicants have been denied:
        - Two exceeded the income limits;
        - Two were inside the city limits of Salem; and
        - The last was a renter and not a homeowner occupant.
    - A manufactured home on owned land in Idanha is still receiving bids:
        - Mother with a child, both have disabilities;
        - The home is in rough shape; and
        - Roof work is needed, bathroom updates, water damage and light updates.
    - Home in Donald replaced seven windows, furnace, shower unit, water heater, siding, and installation under the home:
        - The total cost was $50,000.
    - Many older homes have tubs replaced with a walk-in shower due to individuals have mobility issues;
    - Home in southeast Salem replaced 19 windows, roof, and deck:
        - The total cost was $49,318.92.
    - Home in northeast Salem replaced the roof, gutters, water heater, and wheelchair ramp as well as ductless heat pump installation, exterior painting and re-piping:
        - The total cost was $49,318.92.
    - All projects have before and after photos.
- Homeowner residential rehabilitation payback program parameters are as follows:
    - In years one through five the full amount is owed if the home is sold or transferred;
    - In years six through ten 14 percent is removed annually; and
    - The last 30 percent is a lien to be paid at the time of sale or in 99 years.

**Board Direction:**

- Commissioner Bethell will facilitate an e-mail for Mr. Dickey to meet with the two Northwest Senior and Disability Services managers of Marion County:
    - Several seniors living in homes that may be rehabilitated.
- The BOC is good with the update.

**Detroit Marinas Excavation – Project Grant Funding**

**-**Lari Rupp

***Summary of presentation*:**

- There are two potential funding opportunities:
    - Tentative approval of application to U.S. Department of Housing and Urban Development (HUD) of $2 million for Economic Development Initiative Community;
    - Potential Oregon Department of Forestry (ODF) grant to fund portion of an existing gap:
        - The gap is $750,000 and the grant amount is $406,250; and
        - Application is due October 15, 2024.
- Construction is beginning fall of 2025; and

- Procurement for a contractor begins at the end of 2024.

**Board Direction:**

- The ODF application should highlight improved community access to the lake;
- The ODF application needs to be brought to the BOC before submission; and
- The BOC is good to proceed with the HUD applications.

**Comcast 10G Internet Proposal**

**-**Cynthia Klein, Eric Reid

***Summary of presentation*:**

- Comcast to upgrade the internet service connection from 8G to 10G;
- Three providers were approached, and Comcast was the only timely response:
    - No response was received from Atlas Networks;
    - Link Oregon is a semi-state funded
- Link Oregon is a semi-state funded middle mile fiber and internet provider:
    - They are not a direct provider for the end point service; and
    - Handful of engineers that run the entire backbone.
- Marion County has not paid for primary internet circuit for a long time;
- About $1,200, monthly, is paid for the Comcast back-up connection which is being used as the primary circuit;
- This will be paid through Enterprise Resource Planning (ERP) funds:
    - Recommended by Plante Moran to move to a 10G internet service to support ERP.
- There are infrastructure costs associated including pulling fiber and hardware maintenance.

**Board Direction:**

- Matt Lawyer to follow-up with Jan Fritz; and
- Then the BOC will decide.

**Board Session Agenda Review**

-Kevin Cameron

- Overview of agenda.

**Board Direction:**

- The BOC is good to proceed.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>

**Commissioner Danielle Bethell**

- Northwest Senior and Disability Services meeting:
    - Concerns of the state public health unwinding from covid;
    - Individuals were made eligible for Medicaid during covid:
        - They will now be made ineligible.
    - Receiving supported services for housing help;
    - By the end of October 10,000 individuals will be processed;
    - Will be getting more data on this;
    - Need team navigation so disabled and senior individuals are not homeless;
    - Individuals losing care may not be able to maintain independence:
        - There are not enough facilities in Marion County to house individuals.

**Commissioner Kevin Cameron**

- N/A

**Commissioner Colm Willis**

- N/A

OTHER

**Gary White and Jon Heynen** – HB 4002 Townhall:

- Townhall is scheduled for August 22, 2024;
- Capital Media will be streaming the event;
- It will be promoted as a Facebook event;
- Suggest setting up meeting to discuss the format of the event:
    - Internal meeting; and
    - If needed invite Ryan Matthews, Paige Clarkson, and Sheriff Nick Hunter.

**Board Direction:**

- Stream on all available channels;
- The BOC is good to schedule a meeting to discuss townhall format; and
- The BOC will moderate the meeting.

**Gary White** – Proclamation

- Request came in from the League of Women Voters of Marion and Polk County;
- Would like to do proclamation in September for Voter Registration Week;
- Would like the support of the BOC; and
- Bill Burgess, Marion County Clerk, stated he will support it.

**Board Direction:**

- The BOC agrees that Mr. Burgess can support the proclamation; and
- The proclamation will be changed to reflect the BOC's viewpoint.

**Brian Nicholas** – Eagle Crest Radio Site

- Contract for $160,000 for equipment and engineering;
- Final review is being completed;
- Final language was sent in regarding liability;
- Equipment will arrive five weeks after the order is placed;
- Within two weeks after it will be set up;
- Things will be back up by the end of September; and
- Things are run at a lower capacity.

**Board Direction:**

- The BOC is good to proceed with this item on August 7, 2024, board session meeting; and
- The BOC is good with the update.

**Matt Lawyer** – Oregon Housing Community Services (OHCS) Meeting

- Preparing substantial amendment to Homeownership Opportunities Program (HOP):
    - Renters who will be buying homes.
- Marion County will receive over $13 million;
- Shifting to now allow renters occupancy;
- Funding can be used to build rental homes;
- How the funds will be used will be decided at a later date;
- Discussed bringing all groups together to speak across all the programs:
    - Potential options can then be discussed on the sewer system.
- Open to scheduling another meeting; and
- Final recommendations need to be ready by August 30, 2024.

**Board Direction:**

- A more extensive background update will be given at a later date; and

- The BOC is good with the update.

**Adjourned** – time: 10:58 am
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, August 7, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Jan Fritz, chief administrative officer, Scott Norris as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:00 a.m.

*(Video Time 00:01:01)*

Commissioner Willis moved to add an item to the Consent Agenda under Public Works: Approve the Contract for Services with Tait North America, Inc. to replace existing and outdated radio communications equipment with new equipment for the Marion County Public Safety Radio Project. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:01:32)*

Commissioner Bethell moved to add an item to the Contract Review Board, Action Agenda under Business Services: Consider approval of an order granting an exemption to the Marion County Public Contracting Rules (MCPCR) to allow for approval of a Special Procurement without the initial seven-day public notice required by MCPCR 20-0285(3)(b). Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:02:00)*

## PUBLIC COMMENT

David Beem:

- Mr. Beem expressed the following:
  - He is a spokesman for individuals with disabilities in Marion County;
  - He would like programs for individuals in the community with disabilities to continue;
  - Some individuals have challenges with transportation on the weekends, so they must wait until a weekday to receive services;

- Services are not provided on Saturdays and Sundays if there is an emergency; and
- He would like this to be considered in the next budget.

*(Video Time 00:03:28)*

**CONSENT**

ASSESSOR'S OFFICE

1. Approve the Statement of Work with Converge Technology Solutions, US, LLC, in the amount of $106,895.61 to provide migration and hosting services for two county servers through August 6, 2029.

BOARD OF COMMISSIONERS

2. OLCC License – Recommended Approval
   - My 10 Investments, Inc., dba, Hitchin Post – Salem, Oregon; and
   - 1918 Winter Street ABS, LLC., dba, Safeway #429

BOARD OF COMMISSIONERS

3. Approve the Cooperative Service Agreement with the United States Department of Agriculture (USDA) in the amount of $425,000 to provide Animal and Plant Health Inspection Services (APHIS) and Wildlife Services (WS) for wildlife damage management activities retroactive to July 1, 2023, through June 30, 2028.

HEALTH AND HUMAN SERVICES

4. Approve the Purchase Order with Suddath Relocation Systems of Oregon, LLC to add $150,000 for a new contract total of $249,000 to provide moving and storage services through July 20, 2027.

PUBLIC WORKS

5. Approve the Purchase Order with Carson Oil Company, Inc. in the amount of $300,000 for the purchase of fuel for county vehicles at secondary fueling locations retroactive to July 1, 2024, through June 30, 2026.

6. Approve the Purchase Order with Dick Hannah Chevrolet in the amount of $374,420.32 for the purchase of four 2025 Malibu sedans as part of the county's annual scheduled light duty vehicle replacement plan, and the purchase of twelve 2025 Malibu sedans for Marion County Health and Human Services to replace twelve used vehicles purchased from the Oregon Department of Administrative Services that are at end of life, through April 30, 2026.

7. Approve Amendment #7 to the Contract for Services with Radio Technology Services to add $272,445 for a new contract total of $790,000 to provide project management and related consultant services for the Marion County Radio System Project through December 31, 2025.

8. Approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AB01300 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project.

9. Approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W19DC03500 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project.

10. Approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AA01400 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project.

Approve the Contract for Services with Tait North America, Inc. in the amount of $160,132 to replace existing and outdated radio communications equipment with new equipment for the Marion County Public Safety Radio Project through June 30, 2026.
***(Motion made and approved to add this item to the agenda)***

TAX OFFICE

11. Approve orders for a property tax refund for the following tax accounts:
- Costco Wholesale Corporation, account 532177, in the amount of $115,476.80; and
- PJS Land Development, LLC, account 582448, in the amount of $156,737.82.

12. Approve an order for the cancellation of two uncollectible personal property tax accounts as referenced in "Exhibit A", in the total amount of $8,381.61, for Tax ID's 131561, Audrey Mae Bolkerm; and 125696, Joanna M. Cook.

**MOTION:** Commissioner Willis moved to adopt the consent agenda. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:08:07)*

**ACTION**

BOARD OF COMMISSIONERS

13. Board Committee Appointment – Public Safety Coordinating Council

Consider approval of orders appointing Soraida Cross and Jonathan Castro Monroy as Citizens-at-Large and reappointing Frank Lonergan as a City Manager, Ed McKenney and Don Frederickson as Citizens-At-Large, Business Representatives, and Michael Runyon as the Oregon Youth Authority Committee representative to the Marion County Public Safety Coordinating Council with terms ending September 1, 2027. –Gary White

***Summary of presentation:***

- Mr. White is requesting approval for the reappointment of four individuals and the appoint of two individuals to the Marion County Public Safety Coordinating Council (MCPSCC):
    - Reappointed individuals include:
        - Frank Lonergan is the mayor of the City of Woodburn:
            - He will serve as a city manager/city representative.
        - Ed McKenney represents the business community:
            - He will serve as a citizen-at-large.
        - Don Frederickson represents the business community:
            - He will serve as a citizen-at-large.
        - Michael Runyon will serve as the Oregon Youth Authority Committee Representative:
            - This position is an Oregon Revised Statute mandated agency position.
    - Newly appointed individuals include:
        - Soraida Cross will serve as a citizen-at-large:
            - She has extensive experience in community and civic service.
        - Jonathan Castro Monroy will serve as a citizen-at-large:
            - He is a local business owner who has served on multiple boards.

Soraida Cross:

- Ms. Cross expressed the following:
    - She is excited to work on the council to collaborate and help provide solutions;
    - She is thankful for all the work the commissioners have performed;
    - She has worked in the City of Salem for 25 years;
    - She is a City of Keizer Council Member; and
    - She is passionate about:
        - Youth in the community; and
        - The livability and safety of county.

Jonathan Castro Monroy:

- Mr. Castro Monroy expressed the following:
  - He moved to the City of Salem from Mexico at the age of seven;
  - He is the managing partner of the Castro Monroy Group; and
  - He is looking forward to the following:
    - Serving;
    - Understanding the dynamics of the council;
    - Determining what is going well and what is not;
    - Determining the barriers;
    - Finding out what other counties are doing to navigate the same challenges that Marion County has;
    - Learning;
    - Collaborating; and
    - Making meaningful contributions.

***Board discussion:***

- Commissioner Cameron expressed the following:
  - The county is statutorily required to have a PSCC;
  - The PSCC has done good things for the county; and
  - The council is working on Oregon HB 4002 to make communities safer including:
    - Holding individuals accountable; and
    - Getting individuals the help that they need.
- Commissioner Willis expressed the following:
  - The collaboration between all the partners sets Marion County apart;
  - The county has faced serious challenges;
  - Policy failures at the state level have made communities less safe;
  - Local partners have come together and put the community's safety first including:
    - Law enforcement agencies;
    - Local judges;
    - The Marion County District Attorney;
    - The Marion County Deputy District Attorney; and
    - Local defense attorneys.
  - The PSCC has tackled big challenges over the last couple of years; and
  - Individuals stepping up to serve on the PSCC and provide input and perspective helps communities.

**MOTION:** Commissioner Bethell moved to approve orders appointing Soraida Cross and Jonathan Castro Monroy as Citizens-at-Large and reappointing Frank Lonergan as a City Manager, Ed McKenney and Don Frederickson as Citizens-At-Large, Business Representatives, and Michael Runyon as the Oregon Youth Authority Committee representative to the Marion County Public Safety Coordinating Council with terms ending September 1, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:16:04)*

BUSINESS SERVICES

14. Consider approval of the Public Improvement Agreement with Garland DBS, Inc. in the amount of $1,211,807 for the Marion County Health and Human Services Roof Replacement Project through June 30, 2025. –Terry Stoner and Wesley Miller

***Summary of presentation:***

- A Capital Improvement Project (CIP) has been approved to replace the roofs for a building located on 3180 Center Street:
    - The roofs are over 20 years old; and
    - The roofs have surpassed their life expectancy.
- The structure was built in the mid-1970s;
- The current roofs were redone in 2005;
- In 2005 a pitch evaluation was not performed:
    - The evaluation would have assessed to prevent puddling and ponding with new drains.
- Garland DBS, Inc, evaluated the roofs to determine the scope of work that needs to be done;
- The project scope will entail some of the following:
    - Adding a roof with significant pitch; and
    - Adding more drains.
- A typical Garland DBS, Inc., warranty includes parts and labor with no cap for 30 years; and
- The county received three quotes from businesses:
    - Even though this is a Cooperative Agreement, staff still went through a competitive process.

***Board discussion:***

- The county has been investing in the building for multiple years to ensure it is an asset to the community for many years into the future.

**MOTION:** Commissioner Willis moved to approve the Public Improvement Agreement with Garland DBS, Inc. in the amount of $1,211,807 for the Marion County Health and Human Services Roof Replacement Project through June 30, 2025. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:19:50)*

15. Consider approval of the Public Improvement Agreement with Garland DBS, Inc. in the amount of $999,413 for the Marion County Juvenile Detention Center Roof Replacement Project through June 30, 2025. –Tamra Goettsch, Terry Stoner, and Wesley Miller

***Summary of presentation:***

- The structure was built in 2005, and the original roof is still in place;
- There have not been many repairs until recently;
- The roof was evaluated to determine if the current roof can be refurbished or if a complete roof removal and rebuild is needed;
- The existing roof will remain on but anything in a vertical position will need to be redone including:
    - Seems;
    - Flashings; and
    - A new top sheet.
- The replacement will have a 30-year warranty; and
- Utilizing Garland DBS, Inc. on both roofing projects helped to keep expenses down.

***Board discussion:***

- None.

**Motion:** Commissioner Bethell moved to approve the Public Improvement Agreement with Garland DBS, Inc. in the amount of $999,413 for the Marion County Juvenile Detention Center Roof Replacement Project through June 30, 2025. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:21:37)*

HEALTH AND HUMAN SERVICES

16. Consider approval of the Contract for Services with Rachael Liebman in the amount of $480,000 to provide Psychiatric Mental Health Nurse Practitioner (PMHNP) services to individuals receiving mental health services at the Marion County Psychiatric Crisis Center (PCC) through June 30, 2026. –Natalie Stone

***Summary of presentation:***

- Ms. Liebman is a Psychiatric Mental Health Nurse Practitioner (PMHNP);

- The Contract for Services is to provide PMHNP services at the Marion County Psychiatric Crisis Center (PCC) for two years;
- The contract is for a not-to-exceed amount of $480,000;
- The PMHNP is an advanced practice registered nurse that specializes in providing mental health services to clients;
- A PMHNP provides some of the following:
    - Assessment and diagnosis:
        - Assesses individuals to determine the following:
            - Psychiatric disorders;
            - Substance abuse issues; and
            - Mental health illnesses.
    - Evaluates symptoms and medical history;
    - Conducts thorough assessments to diagnosis conditions;
    - Creates personalized treatment plans including:
        - Prescribing medications;
        - Recommending therapy; and
        - Coordinating care with other healthcare providers.
    - Provides therapeutic interventions; and
    - Collaborates with other specialists and professionals to provide comprehensive care.
- A PMHNP works in the following settings:
    - Hospitals;
    - Clinics;
    - Private practices; and
    - Community mental health centers.
- Ms. Liebman will work with a multi-disciplinary team at PCC;
- Ms. Liebman will collaborate with staff on:
    - Treatment plans;
    - Medicine prescriptions; and
    - Consultations.
- Service hours include weekends and late day appointments to accommodate clients; and
- Ms. Liebman has experience working in a crisis setting.

***Board discussion:***

- Commissioner Bethell expressed the following:
    - She appreciates Ms. Liebman's flexibility with her schedule;
    - Psychiatric Mental Health Nurse Practitioner (PMHNP) services are costly; and
    - The is an important expense as the state has challenges with their processes.
- Commissioner Willis thanked Ms. Stone for all the work that she does:
    - There are a lot of people in need of help.

**MOTION:** Commissioner Willis moved to approve the Contract for Services with Rachael Liebman in the amount of $480,000 to provide Psychiatric Mental Health Nurse Practitioner (PMHNP) services to individuals receiving mental health services at the Marion County Psychiatric Crisis Center (PCC) through June 30, 2026. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:25:52)*

***Recess as Board of Commissioners.***
***Convene as Contract Review Board.***

## CONTRACT REVIEW BOARD ACTION

BUSINESS SERVICES

Consider approval of an order granting an exemption to the Marion County Public Contracting Rules (MCPCR) to allow for approval of a Special Procurement without the initial seven-day public notice required by MCPCR 20-0285(3)(b). –Tamra Goettsch and Kathleen George
***(Motion made and approved to add this item to the agenda)***
***Summary of presentation:***

- The board order will waive the initial seven-day public notice requirement for a Class Special Procurement;
- The county's MCPCR 20-0285(3)(b) requires an initial seven-day notice:
    - The seven-day public notice is not a state requirement; and
    - The Marion County Board of Commissioners has the authority to waive the county's own rules.
- Approving the order will allow the county to continue the lease of a modular unit located in the City of Gates area:
    - The modular unit location serves individuals that were impacted by the 2020 Beachie Creek Wildfires; and
    - Multiple families utilize the location for:
        - Federal Emergency Management Agency (FEMA) supports;
        - County supports; and
        - A service hub for individuals still in the recovery process.
- The exemption will allow for continued use of the modular unit through 2026.

***Board discussion:***

- Commissioner Willis expressed the following:
    - The county has made a lot of progress on recovery in the Santiam Canyon following the 2020 wildfires:

        - An estimated 70 percent of the homes have been rebuilt;
        - There is still work to be done; but
        - The rebuilding efforts have been successful.
- Commissioner Bethell expressed the following:
    - Christian Aid Ministries operates out of this modular unit:
        - The organization is still working to rebuild eight homes starting in the fall.
    - The county has the ability to redesign what recovery looks like if managed properly.
- The county utilized two modular units:
    - The county had purchased one unit that was located in the City of Sublimity area:
        - The unit has been maintained and moved to the county's Center Street campus for facilities office space.
    - The second unit is the leased unit being discussed in this meeting:
        - The county would like to continue the lease per the original agreement.

**MOTION:** Commissioner Bethell moved to approve an order granting an exemption to the Marion County Public Contracting Rules (MCPCR) to allow for approval of a Special Procurement without the initial seven-day public notice required by MCPCR 20-0285(3)(b). Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

***Adjourn as Contract Review Board.***
***Reconvene as Board of Commissioners***

*(Video Time 00:31:54)*

**PUBLIC HEARINGS**
**9:30 A.M.**

COMMUNITY SERVICES

A. Public hearing to consider the United States Department of Housing and Urban Development (HUD), Community Development Block Grant (CDBG) and the HOME Investment Partnership programs 2024-2025 Annual Action Plan. –Steve Dickey

***Summary of presentation:***

- The United States Department of Housing and Urban Development (HUD) requires the development of an annual action plan from grantees;
- Marion County became an entitlement area in 2021:
    - The county received Community Development Block Grant (CDBG) and the HOME Investment Partnership funds to provide assistance to low to moderate income individuals and households; and
    - The Annual Action Plan addresses both programs.
- The Annual Action Plan documents the following:

    - Public involvement and input over the past year;
    - The total amount of funding available for the upcoming year; and
    - The plan for spending the funding in the upcoming year:
        - The plan is based on goals identified in the county's five-year consolidated plan.
- The county received funding for the upcoming 2024-2025 year which entails the following:
    - An estimated $1,396,829 for the CDBG program;
    - An estimated $509,833 for the HOME Investment Partnership program; and
    - An estimated $161,770 in unallocated funds from previous years.
- Other funds received through the application process that are not part of the Annual Action Plan include:
    - HOME American Recovery Plan (ARP) funding in the amount of $275,000; and
    - Opioid settlement funds in the amount of $450,000:
        - These sources were added to help move projects forward.
- Approved CDGB projects include the following:
    - Program administration costs in the amount of $279,366;
    - The Church at the Park for a commercial kitchen:
        - Estimated funding for the project is $250,000.
    - Santiam Hospital and Clinics for a resiliency center:
        - Estimated funding for the project is $250,000.
    - The City of Mt. Angel for a street and sidewalk project:
        - Estimated funding for the project is $500,000.
    - The City of Silverton Area Community Aid Facility Remodel project:
        - Estimated funding for the project is $250,000.
    - The Marion County Homeowner Residential Rehab Program:
        - Estimated funding for the program is $158,499.
    - Chemeketa Community College for student housing assistance:
        - Estimated funding for the project is $75,000.
    - Court Appointed Special Advocates (CASA) of Marion County to expand services at the City of Woodburn location:
        - Estimated funding for the expanded services is $75,100.
- Projects not included in the Annual Action Plan that were funded by other sources include:
    - Soaring Heights Recovery Homes for acquisition of another home to expand services:
        - Estimated funding for the project is $450,000; and
        - The project is utilizing opioid settlement funds.
    - The Center for Hope and Safety, City of Woodburn expansion:
        - Estimated funding for the project is $100,000; and
        - The project is utilizing HOME-ARP funds.
    - Crossroads Communities for service collaboration:

        - Estimated funding for the project is $175,000; and
        - The project is utilizing HOME-ARP funds.
- HOME Investment Partnership program projects include:
    - Funding was set aside for the Community Housing Development Organization (CHDO) as required by HUD:
        - Estimated funding is $76,475; and
        - This was funded with HOME-ARP funds.
    - The Homebuyer Assistance Program:
        - Estimated funding for the project is 382,375.
    - HOME Program administration costs are $50,983.

*Testimony:*
*Support:*

Mark Daniel:

- Mr. Daniel expressed the following:
    - He is the City of Mt. Angel Police Chief and City Manager;
    - The purpose of the project is to reconstruct Railroad Avenue:
        - It is 1,300 feet long; and
        - It extends from West Church Street to West Marquam Street.
    - The proposed project scope entails:
        - Constructing a 34-foot-wide, curb to curb, asphalt concrete street;
        - Parking will be allowed on one side of the street;
        - There will be a landscape median and sidewalk on the west side;
        - The east side, which is closest to the railroad tracks, will have no sidewalk due to trees;
        - Drainage is included in the design; and
        - Streetlights will be added per the national standards.
    - Railroad Avenue is one of the oldest streets in the City of Mt. Angel:
        - There are homes on the street from the early 1900's.
    - Benefits to the reconstruction of Railroad Avenue include:
        - Improves safety;
        - Widens the roadway access;
        - Provides sidewalks, curbs, and gutters;
        - Meets transportation needs; and
        - Improves pedestrian access in the city's downtown area.
    - The street is in significant deterioration;
    - A study was conducted that shows the improvements will help at least 102 individuals who are low to moderate income living in the area;
    - Neighborhood and transportation areas will be improved; and
    - The city is grateful for the funding.

Sarah DeSantis:

- Ms. DeSantis expressed the following:
  - She is the Executive Director for Silverton Area Community Aid (SACA);
  - The organization began in the 1950's as a church-based food pantry;
  - The organization assists low-income families with wraparound services including:
    - A food pantry;
    - Case management;
    - Rental assistance;
    - Utilities assistance;
    - Transportation assistance; and
    - Connections to other community resources.
  - The United States Department of Agriculture (USDA) income guidelines are used for the food pantry;
  - HUD housing guidelines are used for financial assistance program;
  - The organization serves a 260 square mile area with a lot of rural portions;
  - SACA is currently located in the basement of an old armory surplus building owned by the state that has not been well maintained:
    - The state does not have the funding to update the building; and
    - In 2017 it was determined that a new location was needed.
  - SACA's mission is to improve lives by providing food, services, and access to community resources;
  - With donor support SACA was able to purchase a building:
    - The building is at the north end of town;
    - The building is almost 20,000 square feet; and
    - The building has additional space for tenants that will provide revenue.
  - The building has enough space to allow for the expansion of programs and services;
  - The project is 80 percent funded;
  - It is anticipated that construction will be complete in three to four months; and
  - SACA hopes to have the new location open in early 2025.

***Board discussion:***

- The organization is currently operating in the basement of the leased state building;
- This is a non-profit project and can take multiple years to raise the needed funding;
- SACA started their capital campaign in the spring of 2023;
- Donors helped with the purchase the new building before the capitol campaign launched;
- Once the building was purchased the design and construction process began:
  - Architects donated their time; and
  - The construction contractor has extensive experience in working with non-profit organizations:
    - The contractor is familiar with projects starting when funding is available and pausing until more funding can be raised.

- Currently the infrastructure is completed, and the project is ready for finishing touches;
- The project is utilizing CDBG funding and is required to be completed within 18 months of receipt of the funds;
- It is anticipated that the building will be complete in early 2025;
- The project is approximately 81 percent funded;
- SACA has several grant applications for the project;
- The funding gap is approximately $850,000:
    - The total cost of the project is $4 million.
- Commissioner Bethell expressed the following:
    - The timeline is important;
    - She is concerned with the money being tied up and not providing a current service;
    - She would like to help the project reach its goal;
    - There is funding that comes in annually;
    - It is important for the commissioners to know if there is a hiccup in the plan so that they can pivot and make sure the dollars are actively being used for community needs;
    - The community is short of service providers that have transparent intentions that can provide real outcomes;
    - She is pleased with the funding support for Crossroads Communities; and
    - The county needs more organizations that understand what personal accountability is, that can also face challenges.
- Commissioner Cameron expressed the following:
    - He recently visited a Soaring Heights Recovery Home facility and saw the work being done;
    - Small projects can make a big difference in an individual's life; and
    - The work that staff performs helps the program run smoothly.

Commissioner Cameron closed the public hearing.

*(Video Time 01:00:21)*

**ACTION**

COMMUNITY SERVICES

17. Consider approval of a resolution to adopt the Program Year 2024-2025 Annual Action Plan under the Community Development Block Grant (CDBG) and the HOME Investments Partnership Program. **(TO BE ACTED ON FOLLOWING THE PUBLIC HEARING)** –Steve Dickey

**MOTION:** Commissioner Willis moved to approve a resolution to adopt the Program Year 2024-2025 Annual Action Plan under the Community Development Block Grant (CDBG) and the HOME Investments Partnership Program. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 01:00:50)*

***Board discussion:***

- Commissioner Bethell expressed for the record the following:
  - It is a pleasure to work with Commissioner Cameron and Commissioner Willis;
  - Each commissioner has a different background, but they share the same goals;
  - The work is not always exciting or positive; but
  - The commissioners are a great team that come up great solutions.

Commissioner Cameron adjourned the meeting at 10:04 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

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**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

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BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, August 14, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Cody Walterman as county counsel and Brenda Koenig as recorder.

ABSENT: Jan Fritz, chief administrative officer

Commissioner Cameron called the meeting to order at 9:02 a.m.

*(Video Time 00:07:41)*

**PUBLIC COMMENT**

David Beem:

- Mr. Beem expressed the following:
  - He is a spokesman for individuals with disabilities;
  - He is concerned for individuals with disabilities who live near the wildfires and their ability to leave in an emergency; and
  - He would like an emergency evacuation plan for individuals with disabilities.

***Board discussion:***

- Marion County received $1 million from the Oregon Health Authority (OHA) to create a database for individuals with disabilities for emergency management; and
- In the event of an emergency, individuals should be in the database so that emergency responders can go and engage to get them out.

*(Video Time 00:09:34)*

**CONSENT**

BOARD OF COMMISSIONERS
1. OLCC License – Recommended Approval
Whitaker Wine Group – St. Paul, Oregon

PUBLIC WORKS

2. Receive notice of the hearings officer's decision denying Conditional Use (CU) Case #24-006/Joy Blackman Revocable Trust.

**MOTION:** Commissioner Bethell moved for approval of the consent agenda. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:10:12)*

**ACTION**

COMMUNITY SERVICES

3. Consider approval of the Subrecipient Agreement with the Union Gospel Mission (UGM) to provide HOME Investment Partnership (HOME) American Rescue Plan (ARP) grant funding in the amount of $1,463,481 to assist with the Simonka Place for Women and Children Renovation Project retroactive to July 1, 2024, through June 30, 2027. –Steve Dickey; and Dan Clem, Bryce Petersen, Kathy Smith, and Jodi Hack, Union Gospel Mission of Salem

***Summary of presentation:***

Steve Dickey:

- The Subrecipient Agreement with the Union Gospel Mission (UGM) is for the Simonka Place for Women and Children renovation;
- This project has been in the works for an extended period of time; and
- There have multiple detailed discussions with both the board and the UGM regarding the project.

Dan Clem:

- Mr. Clem is the Executive Director for the UGM of Salem;
- Mr. Clem presented a plant to the Marion County Community Services team that symbolizes growth:
  - The plant will be planted when the new building is occupied.
- In 1968, June Simonka established the first women's shelter on the west coast;
- The shelter is expanding from 86 beds to 97 beds;
- The expansion will predominantly be for families;
- Currently children use their rooms, hallways and the courtyard to play:
  - The expansion will provide the children with more space to live and thrive while their mothers are receiving help to improve their lives.
- UGM wants to address homelessness by adding beds;
- Currently there is not enough space, and individuals are being turned away;
- The projects timeline entails:
  - Starting architect and engineering design;
  - Fund-raising events;
  - Construction beginning in April 2025; and
  - Construction completed in October 2025 before the arrival of cold weather.

- Simonka Place for Women and Children provides educational classes; and
- Future generations will benefit from the expansion:
    - This is a one-time investment, but for many it is a lifetime investment;
    - It is an economically distressed area;
    - The investment will lift people and the community up; and
    - The impact to new lives will be incalculable.

Bryce Petersen:

- Mr. Petersen is the Board of Directors, Chair, for the UGM of Salem;
- Mr. Petersen expressed his appreciation to the board and staff for their work and support;
- There have been several meetings where the details and specifics of the grant have been discussed; and
- The UGM is excited to move forward with the project.

Jodi Hack:

- Ms. Hack is the Board of Directors, Vice-Chair, for the UGM of Salem;
- Ms. Hack expressed her appreciation to the board and staff for their work and support;
- Amazing work happens every day at Simonka Place for Women and Children; and
- Providing more space for children and mothers is greatly needed.

Kathy Smith:

- Ms. Smith is the Director for the UGM of Salem, Simonka Place for Women and Children;
- Seventy-four women and children were sheltered in the facility the previous night;
- The expansion will provide more space and opportunity for more women to experience life change;
- The fiscal year for UGM is from September 1st to August 31st:
    - In the last 11 months 149 women have found permanent, stable, and safe housing; and
    - This includes an additional 42 children.
- These numbers will continue to grow with the county's support; and
- Every woman and child staying at Simonka Place for Women and Children are grateful to be there:
    - It is not a five-star hotel;
    - It is not a homeless shelter; but
    - It is a home:
        - The women and children see it as their home until they can move into permanent housing.

***Board discussion:***

- Commissioner Cameron expressed the following:
  - Finding permanent housing is a critical need in the community;
  - There are many organizations that work on housing needs; and
  - The UGM's results speak for themselves.
- Commissioner Bethell expressed the following:
  - The UGM relies on multiple funding sources;
  - Navigating the hurdles that come with government funding and the strings that come with government funding is uncomfortable for organizations that rely on their neighbors;
  - She is grateful to the UGM board for making the commitment to navigate the grant process;
  - This renovation will impact multiple generations;
  - Youth is a small part of life, but what a child remembers is usually how they will live their lives; and
  - Staying in a warm, safe home, surrounded by love will make a huge difference in a child's life.
- Commissioner Willis expressed the following:
  - Children do not have political action committees;
  - Children do not have lobbyist;
  - It is a testament to every community when adults get together and give their time to take care of the children in our communities;
  - Communities stand up for children that have been victims of abuse or youth who are homeless;
  - He is grateful for the following:
    - Being part of a community where taking care of the children in our communities is who we are;
    - For the integrity of the UGM and the way that they conduct themselves:
      - Organizations that have integrity stand out.
    - To the UGM for partnering with the county to do this work for the women and children in our communities that need us.
  - It is important to take care of everyone in our community especially those individuals that need a hand up for a bit of time.

**MOTION:** Commissioner Willis moved to approve the Subrecipient Agreement with the Union Gospel Mission (UGM) to provide HOME Investment Partnership (HOME) American Rescue Plan (ARP) grant funding in the amount of $1,463,481 to assist with the Simonka Place for Women and Children Renovation Project retroactive to July 1, 2024, through June 30, 2027. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:31:13)*

PUBLIC WORKS

4. Consider approval of the Standard Professional Services Contract with Cushing Civil Engineers, Inc. in the amount of $768,675 for the design of civil site improvements at various radio communication sites associated with the Marion County Public Safety Radio Project through December 31, 2027. –Brian Nicholas

***Summary of presentation:***

- The current public safety radio system utilized by the Marion County Sheriff's Office is being replaced;
- The project entails building a radio system that will have the capacity to serve all first responder agencies within the county;
- There are 17 sites in the system:
    - They are not all broadcast and receive sites; and
    - Some of the sites are just network sites including the following:
        - The public works building; and
        - The courthouse:
            - These sites are still part of the radio system.
- The contracts funding breakdown entails the following:
    - An estimated $638,000 is for engineering and permitting core services and required tasks at each of the sites; and
    - An estimated $130,000 is for contingency tasks that will be performed if the need arises:
        - Staff is hoping to keep the contract funding expense around $640,000.

***Board discussion:***

- The project and the contract with Cushing Civil Engineers, Inc. was discussed in detail at a prior Management Update meeting;
- The contract is part of a bigger project and is the next step in the process;
- A large percentage of the project will utilize American Rescue Plan Act (ARPA) funding:
    - Many ARPA projects need to be completed in 2026; and
    - The project will require follow-up work so the term date was extended.

**Motion:** Commissioner Bethell move to approve the Standard Professional Services Contract with Cushing Civil Engineers, Inc. in the amount of $768,675 for the design of civil site improvements at various radio communication sites associated with the Marion County Public Safety Radio Project through December 31, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:35:20)*

**PUBLIC HEARINGS**
**9:30 A.M.**

None.

Commissioner Cameron adjourned the meeting at 9:39 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

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**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**September 17, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, Danielle Bethell, and Colm Willis. Staff: Jan Fritz, Matt Lawyer, Trevor Lane, Shawnnell Fuentes, Jon Heynen, Alvin Klausen, Brian Nicholas, Katrina Griffith, Chris Einmo, Tsige Woldegiorgis, Lani Radtke, Tamra Goettsch, Debbie Wells, Toby Giddings, Dennis Mansfield, Mai Cao, Rhett Martin, Tryna Luton, Greg Walsh, Sherry Linter, Chris Eppley, Steve Dickey, Brian May, Stephanie Pulvers, Kathleen George, Jeff White, Scott Norris, and Chad Ball.

Jan Fritz called the meeting to order at 9:30 a.m.

INFORMATIONAL:

**1. Contract Amendment 2, with Mill City, ARPA Grant Funds Returned to Marion County; And Reallocated to Marion County Public Works for Canyon Sewer Project**

-Jeff White, Toby Giddings, Chris Einmo

***Summary of presentation*:**

- Reallocating the funds from the Mill City project to MCPW for the work to be performed:
    - The Mill City project is related to the Canyon sewer project; and
    - It will be done by the same contractor.
    - Creates economies of scale and moves the project forward faster.
- Mill City used $200,000.00 of the original $ 1,000,000.00 and is returning the rest to be used by PW for the canyon sewer project.

**Board Direction:**

- The board of commissioners (BOC) are good to proceed on consent.

**2. Consider Solid Waste Management & Marion County Water Quality Advisory Board Appointments**

- **Ryan Zink – Reappointment**
- **Gary White, Chair Position**
- **Brenda Sanchez, Vice Chair Position**

-Brian May

***Summary of presentation*:**

- Mr. Zink would like to serve a second term in the Solid Waste Management Advisory Council (SWMAC):
    - Mr. Zink is the community representative liaison;
    - He is a budget officer/franchise coordinator for the city of Salem;
    - Involved in the Cost of Service Analysis (COSA); and

    - Unanimous agreement for reappointment.
- Marion Water Quality Advisory Committee (MWQAC):
    - For the chair and vice chair positions:
    - Mr. White has served as an at large member since 2021:
        - Excited for him to be chair and bring in meeting organization.
    - Ms. Sanchez has served as a past vice chair:
        - Currently a member at large;
        - District manager for Soil and Water Conservation District; and
        - Work experience on water rights, regulations, water and soil management.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**3. ARPA Fargo Sewer Collection System Improvements**

-Brian Nicholas

***Summary of presentation*:**

- A few years ago, an ARPA grant of $600,000 was awarded to Fargo:
    - Intended to pay for Fargo's share of the city of Donald's treatment plant expansion; and
    - This project has been put on hold.
- Funds will be used for improvements to the Fargo sewer collection system;
- Improvements will include:
    - Capping and sealing areas with ground water intrusion.
- One area to be capped, once done, may get under the 50,000 gallon per day cap;
- Agreement redirects ARPA funding to another project from original project;
- The city of Donald is aware;
- Almost ready for bidding on the Fargo project; and
- Want to complete this fall so reduction in gallons per day is seen during the winter.

**Board Direction:**

- The BOC is good to proceed.

**4. North Santiam River Gates Bridge Repair Project**

-Ryan Crowther

***Summary of presentation*:**

- Marion County maintains this bridge;
- There is a bump, and the road is beginning to settle:
    - Structurally there are items under the bridge causing this.
- This repair has been budgeted;
- Has been advertised and ready to award contract;
- Contract amount is $316,194.44;
- HP Civil, Inc in Aumsville is the lowest bidder; and
- Will come to board session to present.

**Board Direction:**

- The BOC is good to proceed.

**5. Approval of Contract with University of Oregon**

-Greg Walsh, Mike Hintz

***Summary of presentation*:**

- For the Marion County Underserved and Rural Continuity Population and Infrastructure Vulnerability Assessment;

- Provides in depth look of the county to create a comprehensive hazard vulnerability assessment and risk assessment:
    - Eventually evacuation plans for Marion County.
- Funding received from Federal Emergency Management Agency (FEMA) and Office of Emergency Management (OEM):
    - Post disaster hazard mitigation funding.
- Contract allows using funding and working with the University of Oregon;
- Large part is assessing routes for evacuation from hard to reach areas:
    - Entire county will be assessed.
- Per FEMA cannot call it an evacuation plan:
    - Want vulnerability assessment with priority routes.
- Looking at hard to reach areas and limitations for evacuating individuals will allow to build better plans and processes;
- Marion County Emergency Management will do more work in addition to this plan;
- This will inform the Multi-Jurisdictional Vulnerability Assessment:
    - Done every four to five years;
    - Must be approved; and
    - This contract will give more data than previously had before.
- A program is used that requires the language;
- Full assessment for all including those fully mobile:
    - Then the focus will be on those that are harder to reach and not mobile.
- The consulting team does majority of the work with the county guiding;
- Marion County Sheriff's Office (MCSO) is part of the process:
    - This is being done for MCSO as it will be a primary tool for them.

**Board Direction:**

- MCSO must be specifically listed as a representative; and
- Work with Clackamas and Linn County's Sheriff's Office and Emergency Management team.

**6. Janitorial Service, HHS Department with Garten Services**

**-**Mark Liudahl, Rhett Martin

***Summary of presentation*:**

- Amending contract to add two years and $500,000:
    - New contract total will be $1.3 million; and
    - Will expire on September 30, 2026.
- Since 2021 Garten provides scheduled and on call cleanings for leased locations:
    - Silverton Road;
    - Crisis Center;
    - Beverly Buildings;
    - Woodburn; and
    - The cottages.

**Board Direction:**

- The BOC is good to proceed.

**7. Sole Source Determination Clearinghouse Vendor-Availity, LLC- Essentials**

**-**Tryna Luton, Mai Cao, Toby Giddings

***Summary of presentation*:**

- Marion County Health and Human Services (MCHHS) completed a specification documenting the need to continue using Availity Essentials;
- Request for Information was publicly noticed for seven days:

    - Notify of specification and intent to conduct sole source determination; and
    - No comments were received.
- This would be a three-year contract for $36,000;
- This is to allow to create a contract;
- There is an existing contract with Availity:
    - Works with the Electronic Health Record (EHR) tool.
- Clearinghouse is a third party business working with the county's EHR system:
    - Providers and hospitals use it to submit claims to health plans;
    - Talks to health plans services are provided for; and
    - Claims are scrubbed, sent to health plans and paid through system.
- Changing to a different clearinghouse would cause a major financial and administrative burden;
- This is an existing interface; and
- Cloud system used, DrCloudEHR, is compatible with Availity.

**Board Direction:**

- The BOC is good to proceed.

**8. IGA with OHA, Amendment 7, Aid Assist Client Services, Additional Funding**

**-**Ryan Matthews

***Summary of presentation*:**

- Adding funds in the amount of $597,639.39;
- During 2023, worked with Association of Oregon Community Mental Health Programs (AOCMHP) to revise the funding formula;
- Mr. Mattews worked with AOCMHP to advocate for Marion County relating to aid and assist;
- The funding formula was revised as several counties did not receive funds;
- This funding was previously received;

**Board Direction:**

- The BOC is good to proceed

**9. Contract with Salem Health for Mental Health Screenings**

-Debbie Wells

***Summary of presentation*:**

- Marion County Health and Human Services provides 24/7 mental health screenings to Salem Health in the Emergency Room (ER) department;
- MCHHS requested an increase for a flat rate for of $200 per assessment:
    - Previously charged $100.
- Back date the contract to September 1, 2024;
- Contract expires August 31, 2026, with an option to extend for an additional year; and
- Will continue to provide services at Salem Health Emergency Department even after relocation of Crisis Center.

**Board Direction:**

- The BOC is good to proceed.

**10. Secretary of State Security Pilot Program Drop Site Cameras**

**-**Bill Burgess

***Summary of presentation*:**

- US Department of Homeland Security recommends several items for the election as some may decide to disturb the process including:

    - Surveillance cameras on the election drop boxes;
    - Tamper evidence seals;
    - Openings in drop boxes that will not accept items larger than a ballot:
        - Marion county already does this.
    - Unique locks:
        - Marion County does this.
    - Secure base that connects to an immovable object:
        - Most boxes are in cement with rebar; and
        - The rest are bolted in.
    - Ballot boxes to be made of sturdy and heavy materials:
        - Marion County boxes weigh between 600 to 1,000 pounds.
- Would like to have cameras on all drop boxes but it may not be feasible at this time;
- Secretary of the State's program gave $9,466.86 for cameras on two drop boxes:
    - It will be used on the busiest; and
    - Expect about 4,000 ballots per box:
        - The health department location; and
        - The city of Keizer location.
- The funds will cover the following:
    - Pay for the cameras;
    - Pay for the first year of licensing; and
    - There is a ten-year warranty on the cameras.
- The Keizer location currently does not have cameras;
- All the data will be kept by the state and the county will have access to it online;
- The cost is $136 per camera per year licensing agreement;
- The grant has already been applied for and received:
    - Need to know if the BOC is good to proceed with this.

**Board Direction:**

- Would like to see the IGA, costs, and meet with Business Services and Information Technology before proceeding. More information/discussion is required.

**11. Employee Assistance Program Services for County Employees**

**-**Lori Klemsen

***Summary of presentation*:**

- Marion County uses Canopy for its Employee Assistance Program;
- Canopy provides the following:
    - Counseling for individual, family, and work;
    - Legal assistance; and
    - Coaching services.
- Looking to add $15,000 to the contract:
    - This will cover costs for the remainder of the year.
- Currently pay $3.10 per employee per month;
- Any additional services such a training and crisis intervention are an additional cost;
- After December a new two-year contract will be done;
- Switched to Canopy as there were issues with the previous provider:
    - Can research if there are other companies.
- There have been 81 individual session visits through the end of quarter two;
- Employees contact Canopy through a 1-800 number or through the website; and
- Have called Canopy when encountering loss of employees.

**Board Direction:**

- The BOC is good to proceed with the item on consent.

**12. Special Procurement of Absorb Enterprise Learning Management System (LMS)**

**-**Lori Klemsen

***Summary of presentation*:**

- Special procurement to continue with Absorb;
- Currently in the process of obtaining a new Enterprise Resource Planning (ERP):
  - Unsure, at this time, if LMS will be part of the new system.
- This system is used countywide;
- If LMS is not part of the ERP then a competitive process will be done; and
- This is a two year extension.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**13. Appointing Tamra Goettsch as the Marion County Section 504 Coordinator, and HIPPA Officer**

-Tamra Goettsch

***Summary of presentation*:**

- Appoint Tamra Goettsch as the Marion County Section 504 Coordinator, and HIPPA Officer

**Board Direction:**

- The BOC is good to proceed.

**14. 2023-2024 Consolidated Annual Performance Evaluation Report (CAPER)**

**-**Steve Dickey

***Summary of presentation*:**

- This report is for the US Department of Housing and Urban Development (HUD);
- This provides information on how HUD funding was used through CDBG and HOME over the past year;
- This satisfies all of HUD's questions, including:
  - Who was served;
  - How they were served; and
  - How funds were used.
- This is a requirement for receiving HUD funding;
- Provides report and status on the following:
  - Each active project through CDBG and HOME;
  - Public outreach efforts; and
  - Project accomplishments through the funds.
- The activities and projects in the report are from 2023/2024;
- Open for public comment and no public comments received:
  - Published in various publications.
- The submission deadline is September 30, 2024; and
- There will be a public hearing.

**Board Direction:**

- The BOC is good to proceed.

**15. Board Session Agenda Review**

**-**Commissioner Kevin Cameron

***Summary of presentation*:**
- Overview of agenda.

**Board Direction:**
- The BOC is good to proceed.

**16. Contract Review Board Contract Specific Special Procurement**
**-**Matt Wilkenson
***Summary of presentation*:**
- This is a purchase to replace a boat;
- The standard process for purchasing a new boat is as follows:
    - The Oregon State Marine Board (OSMB) conducts a three quote procurement process; and
    - Then the funds are given to the county for purchase.
- Seeking special procurement as the boat will be over $100,000:
    - This makes it the formal process for Marion County;
    - An intermediate process for the OSMB; and
    - Special procurement will allow to follow OSMB's process.
- This will replace the 2003 boat, North River;
- New one will likely be an enclosed cabin;
- The other two boats are open on the sides;
- Marion County Sheriff's Office is responsible for all waterways between Labor Day and Memorial Day, during the winter including:
    - Willamette River;
    - Santiam River;
    - Detroit Lake; and
    - Other lakes.
- Closed cabin is helpful during the cold rainy winters; and
- Hope to have the boat in by June 2025

**Board Direction:**
- The BOC is good to proceed.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>
**Commissioner Danielle Bethell**
- N/A

**Commissioner Kevin Cameron**
- N/A

**Commissioner Colm Willis**
- N/A

<u>OTHER</u>
**Tamra Goettsch** - MCPW Generators
- There were two month rented generators for $40,000 a month;
- Contract is coming to board session October 9, 2024:
    - Would like to bring it in earlier to save $40,000.

**Board Direction:**
- The BOC is good to proceed in bringing the contract to an earlier board session.

**Adjourned** – time: 10:30 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, September 18, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Jan Fritz, chief administrative officer, Scott Norris as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:00 a.m.
Commissioner Willis arrived at 9:02 a.m.

*(Video Time 00:00:49)*

**PUBLIC COMMENT**

Jessica Howard:

- Ms. Howard is the President of Chemeketa Community College (CCC);
- Ms. Howard shared how Chemeketa serves Marion County:
    - A 2,600 square mile district is served which includes two other counties and a part of Linn County;
    - Of the seven locations, four are located in Marion County:
        - Chemeketa center for Business and Industry (CCBI), Salem, Brooks, and Woodburn.
    - Marion County residents are three quarters of the student population;
    - Chemeketa has the greatest rate of Marion County high school students going to it;
    - By dual credit Marion County high school students saved almost $12 million in the last decade;
    - The Chemeketa Scholars Program, offered by no other community college in Oregon, has saved Marion County residents $15.5 million:
        - This is 79 percent of the total amount given out in the last decade.
    - Oregon Promise has saved Marion County residents $13.6 million;
    - Chemeketa was part of an economic impact study, and it said every dollar a student invested in their education there is an $8.50 return;
    - The community invested in Chemeketa, in 2008, through a $92 million bond measure:
        - It was a 27 cent per $1,000 property tax rate and it is retiring this year.
    - The new bond measure is for $140 million:

- Reflects the increase in properties and property values;
- The rate remains the same;
- Will fund the following:
    - Careers in healthcare, trades, and emergency services;
    - Upgrade building seven as a disaster resource site at the Salem campus;
    - Upgrading teaching and learning spaces;
    - Safety and security;
    - Science lab on the Woodburn campus; and
    - Upgrading all campuses for student success such as math and writing tutoring centers.

***Board discussion:***

- Chemeketa is the first community college to offer a bachelor's degree in leadership and management; and
- Chemeketa is working on adding two more bachelor's degrees.

*(Video Time 00:07:29)*

**PROCLAMATION**

BOARD OF COMMISSIONERS

1. Consider approval of a proclamation designating the week of September 17-23, 2024, as Constitution Week in Marion County. –Arleta Day, National Society Daughters of the American Revolution (NSDAR), Chemeketa Chapter

***Summary of presentation:***

- The US Constitution was written in 1787 and signed on September 17, 1787;
- It was ratified by the states in 1788;
- The US constitution is the oldest and shortest of all constitutions;
- The constitutional convention was attended by 55 delegates and was signed by 39 delegates, three dissented and Rhode Island did not attend;
- The Bill of Rights was added to the constitution in 1791;
- More than 11,000 amendments have been introduced to congress and 33 went to the states to be ratified and 27 received approval from the states to become part of the constitution;
- National Archives in Washington D.C displays the constitution; and
- After the attack on Pearl Harbor the constitution was moved to Fort Knox for safekeeping.

***Board discussion:***

- Commissioner Willis expressed gratitude for the constitution;
- Commissioner Bethell stated more people should read it;

- Commissioner Cameron stated more people should understand what it means; and
- Commissioner Willis read the preamble of the constitution.

> **MOTION:** Commissioner Willis moved to approve a proclamation designating the week of September 17-23, 2024, as Constitution Week in Marion County. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

The commissioners read the proclamation.

*(Video Time 00:17:58)*

## PRESENTATIONS

2. Accreditation Recognition for the Marion County Sheriff's Office, Institution and Enforcement Divisions. –Commander Tad Larson and Commander Jason Bernards

***Summary of presentation:***

Commander Tad Larson:

- Previously Oregon jails were inspected under jail statute 169.076;
- About 20 years ago Jail Command Council and State Sheriff's Association met to discuss higher level of inspection standards;
- The previous model worked fairly well but the push to independent auditing has seen a transition to an accreditation model;
- In 2022, Sheriff's in the state voted unanimously to change to an accreditation model which includes 313 jail standards:
    - Statues and statutory requirements are still encompassed within the new model; and
    - The standards are broken into Tier One and Tier Two objectives.
- Tier One is health, safety, and well-fare;
- Tier Two is non-health, safety and well-fare:
    - Exercise and commissary schedules are considered Tier Two, transportation, scheduling, clothing, etc. are Tier One.
- In 2023, jail inspectors began training and Clackamas County did a test run;
- Marion County was the first jail to be inspected under the new standard:
    - Marion County passed.
- A few of the inspectors' comments included:
    - Adults in custody were well-behaved, compliant, and respectful;
    - Staff were professional, knowledgeable of their areas and their responsibilities; and
    - The jail was clean, quiet and well-maintained.
- The jail staff and inspectors had to prepare beforehand for all 313 standards:
    - Including providing documentation proving standards were being followed.

- A single standard was not applicable as it involves interns and the medical unit which Marion County Jail does not have; and
- A single standard needed improvement:
    - A contract was signed to inspect the medical files; and
    - The county's doctors can no longer inspect their own medical files.

Commander Jason Bernards:

- The enforcement division must be accredited through ORS 181.657;
- The division has gone through three reaccreditations:
    - The first was in 2014; and
    - The last was done in 2023.
- There are three steps in the accreditation process:
    - The application phase;
    - The self-assessment phase; and
    - The on-site assessment.
- During the entire process regular job duties are still being performed;
- The reaccreditation process takes about six to 18 months; and
- Director of the Accreditation Alliance, Scott Hayes, stated he would like to recognize the outstanding work of the accreditation team and their attention to detail.

***Board discussion:***

- Commander Larson has provided 30 years of service to Marion County:
    - He has loved his career in the county and is proud of it;
    - He has been given many opportunities and he has enjoyed it; and
    - He is thankful for the support given to the Marion County's Sheriff's Office.
- Commissioner Bethell stated the following:
    - Commander Larson knows much about the jail, and this is a testament to the passion he has for his work;
    - Appreciate the safe environment given to adults in custody;
    - Expectations are set by Commander Larson to the staff; and
    - She appreciates the good food in the building.
- Commissioner Willis stated the following:
    - Grateful for the work done by Commander Larson;
    - What individuals do make a place functional to work at;
    - Commander Larson takes responsibility for all parts of the jail; and
    - Individual work and care for community matters.
- Commissioner Cameron stated the following:
    - Commander Larson's response during covid was great;
    - His leadership has mattered; and
    - Marion County is a better place because of Commander Larson.
- Jan Fritz stated the following:
    - Commander Larson has worked under six sheriffs;

    - Each has depended on the commander and his leadership;
    - The work done with the jail deputies and increasing the standards; and
    - National consultants stated Marion County Jail is one of two in the nation where others go to learn how to run a jail professionally.
- Thankful to the enforcement division and Commander Bernards' work to get it accredited;
- Commissioner Bethell would love to learn more about the enforcement division and its accreditation:
    - The board can share with the public the work being done.

*(Video Time 00:35:55)*

3. United Way 2024 Employee Contribution Campaign Kick-off. –Gary White; and Melinda Freshour and Cathy McInnis, United Way of the Mid-Willamette Valley

***Summary of presentation:***

- Last year's employee contribution campaign was successful;
- This year's employee contribution campaign will feature many of the same items from last year;
- The United Way has changed over the years, it changes as the community voices its desires and wants;
- Thankful to Marion County for continuing to support the work of United Way and helping to meet the community's needs;
- The latest project was the Back-to-School Community Cares project:
    - Every staff member and teacher in the school district was served a meal before school began; and
    - Community partners came together to show they care.
- United Way has over 700 partners in Oregon:
    - They use these partners to meet specific needs of individuals.
- The funds provided for United Way help support many events and causes;
- Some of the ways United Way helps include:
    - Awesome 3000;
    - Enrichment Academy before and after school;
    - Safe Sleep United for homeless women, their children and pets;
    - Work with Willamette University to teach philanthropy;
    - Give funds to non-profits who apply;
    - Community Resource Center saves items from the landfill:
        - Last year $7 million worth of goods was reused.
    - Cottages for seniors:
        - There are ten of them;
        - Keeping seniors from being homeless; and
        - Hoping to keep the project going.

***Board discussion:***

- The cottages are 400-foot studio style homes:
  - Installed washer and dryer; and
  - A full bathroom.
- Rent for the senior living cottages is $500 a month;
- This is a growing need and will continue to grow as the populations ages and individuals struggle to pay the cost of living;
- There are 188 individuals waiting for housing:
  - Every day more calls and e-mails come in with more needs.
- United Way works with the Marion County Housing Authority; and
- October 1, 2024, is the kick-off event for the Employee Contribution Campaign:
  - It will begin with biscuits and gravy with eggs;
  - Throughout October there will be more activities; and
  - It will be more competitive, this year, among departments.

*(Video Time 00:52:05)*

**CONSENT**

PUBLIC WORKS

4. Approve the Purchase Order with Dick Hannah Chevrolet in the amount of $145,074.18 for the purchase of four Chevrolet Silverado 1500 half-ton pick-ups as part of the county's annual scheduled light duty replacement plan through April 30, 2025.

**MOTION:** Commissioner Bethell moved for approval of the consent agenda. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:53:06)*

BUSINESS SERVICES

5. Consider approval of the Public Improvement Agreement with Hermanson Company in the amount of $755,061 for the renovation of the HVAC system at the Marion County Court Annex through November 30, 2025. –Terry Stoner

***Summary of presentation:***

- The heating and cooling system in the annex broke down;
- Went out for public bids to get it replaced:
  - There were two bids received.
- Hermanson Company was chosen as the bid to move forward with.

***Board discussion:***

- None.

**MOTION:** Commissioner Willis moved to approve the Public Improvement Agreement with Hermanson Company in the amount of $755,061 for the renovation of the HVAC system at the Marion County Court Annex through November 30, 2025. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:54:56)*

COMMUNITY SERVICES

6. Consider approval of the Contract for Services with Cascade Sound, Inc., in the not-to-exceed amount of $101,761 to provide sound, stage, and lighting services for the Marion County Fair through December 31, 2027. –Kelli Weese

***Summary of presentation:***

- A contractor is utilized for delivery, set-up, operations, labor, and maintenance of stages and sound at and during the fair;
- In the spring a Request for Proposal (RFP) was issued:
    - The Fair Board reviewed the proposals;
    - Cascade Sound, Inc was recommended; and
    - The board of commissioners (BOC) looked over the recommendation on August 27, 2024, during Management Update.
- The BOC chose to proceed with a three-year contract with an option to extend it for two years;
- Will be working with provider through the 2027 fair with the opportunity to go through the 2029 fair; and
- The funds will come from the Fair Fund:
    - The revenue comes from fair revenues and state subsidies.

***Board discussion:***

- The $101,761 is for three years.

**Motion:** Commissioner Bethell moved to approve the Contract for Services with Cascade Sound, Inc., in the not-to-exceed amount of $101,761 to provide sound, stage, and lighting services for the Marion County Fair through December 31, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:57:24)*

DISTRICT ATTORNEY'S OFFICE

7. Consider approval of a Sole Source Determination to award a contract to Karpel to provide prosecutor case management software and related services with an anticipated term date of five years. –Brendan Murphy and Toby Giddings

***Summary of presentation:***

- The current management system does not meet the department's needs;
- The DA's office, Finance and IT, met to come up with a procurement strategy:
    - Learned that there is a platform, which 34 Oregon counties use; and
    - Brand name specification, and sole source determination is the most appropriate pathway.
- There are four requirements and at least one needs to be met:
    - There are three that have been met.
- This allows the DA's office to meet with Karpel to discuss the contract's framework and if this is a workable solution; and
- The current system is a burden to the DA's office and the IT department.

***Board discussion:***

- None.

> **MOTION:** Commissioner Willis moved to approve a Sole Source Determination to award a contract to Karpel to provide prosecutor case management software and related services with an anticipated term date of five years. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 01:00:36)*

HEALTH AND HUMAN SERVICES

8. Consider approval of the Contract for Services with Pelton Project, Inc. in the not-to-exceed amount of $150,000 to provide Mental Health Services (MHS 28), Inpatient or Residential Treatment Services, to individuals who are not Medicaid eligible or without Social Security Income (SSI) benefits retroactive to January 1, 2024, through June 30, 2025. –Jennifer Chun

***Summary of presentation:***

- This will allow the sub-contractor to continue providing services and align with the delayed Inter Governmental Agreement (IGA);
- This allows Marion County Health and Human Services (MCHHS) to act as a fiscal intermediary and process payments to Pelton Project, Inc; and
- This pays for the licensed care, room and board of individuals who are unable to pay for themselves.

***Board discussion:***

- The contract is retroactive because of the delays with OHA;
- Marion County case managers work with individuals to help them apply for Medicaid:
    - Often individuals come from the state hospital and are not enrolled in health insurance; and
    - This takes a few months.
- Individuals with Medicare only receive assistance in applying for a special type of Medicaid:
    - This takes a few months.
- There are individuals that are waiting to for social security, and this can take many months for approvals to happen.

> **MOTION:** Commissioner Bethell moved to approve the Contract for Services with Pelton Project, Inc. in the not-to-exceed amount of $150,000 to provide Mental Health Services (MHS 28), Inpatient or Residential Treatment Services, to individuals who are not Medicaid eligible or without Social Security Income (SSI) benefits retroactive to January 1, 2024, through June 30, 2025. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 01:04:33)*

PUBLIC WORKS

9. Consider approval of the Purchase Order with Pape Machinery in the amount of $575,061.75 for the purchase of one new Gradall hydraulic excavator to replace a 2001 excavator that is at end-of-life through June 30, 2025. –Scott Wilson

***Summary of presentation:***

- Marion County Public Works (MCPW) uses a diversified fleet of heavy and medium equipment for road maintenance tasks;
- This excavator is able to drive to work sites without a trailer which improves the response time;
- It is able to do various tasks with the ability to extend and tilt the bucket; and
- It replaces equipment that was purchased in 2001.

***Board discussion:***

- MCPW uses a model for replacing equipment which factors the following:
    - Age of the equipment;
    - The number of miles on it;
    - The number of hours on it;
    - Repair costs of it; and
    - It if it is being properly utilized.

**MOTION:** Commissioner Willis moved to approve the Purchase Order with Pape Machinery in the amount of $575,061.75 for the purchase of one new Gradall hydraulic excavator to replace a 2001 excavator that is at end-of-life through June 30, 2025. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 01:08:09)*

**PUBLIC HEARINGS**
**9:30 A.M.**

COMMUNITY SERVICES

A. Public hearing to consider the 2023-2024 Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Investment Partnership programs. –Steve Dickey

***Summary of presentation:***

- This report is required by the U.S. Housing and Urban Development (HUD) for the CDBG and HOME program funds;
- Not included in the report is projects that were funded by the HOME ARP funds;
- Consolidated Annual Performance Evaluation Report (CAPER) documents include the following:
    - Available resources;
    - Investments of the available resources;
    - Geographic distribution and location of investments;
    - Families and people assisted;
    - Actions taken to affirmatively further fair housing; and
    - Other actions indicated in the strategic and action plan.
- Program project highlights of the 2023-2024 CAPER include:
    - Construction costs for the Center for Hope and Safety Hope Plaza for $138,630;
    - Operation costs for the Center for Hope and Safety Woodburn location for $30,282;
    - Operation costs for United Way Safe Sleep Salem for $200,000;
    - Operation costs for the Boys and Girls Club for the Center for Development Education programs for $59,048;
    - Operational costs for the Boys and Girls Club Healthy Lifestyle program for $15,703;
    - Purchase an additional house for Soaring Heights Recovery Homes for $350,000;
    - Homeowner Residential Rehabilitation Program and oversight for $503,037;
    - Homebuyer Assistance and program oversight $500,741; and
    - Marion County administrative costs for $321,309.
- The CAPER identifies how the CDBG and HOME projects from this year provide a solid foundation for future program years;
- Program contact highlights include:

    - Contacts with 65 different community partners;
    - Notable connections awarded projects during the year:
        - Silverton Area Community Aid (SACA) for $250,000;
        - Santiam Hospital Regional Resiliency Center for $250,000;
        - Church at the Park Commercial Kitchen for $250,000;
        - Court Appointed Special Advocates (CASA) of Marion County for $75,100; and
        - City of Mt. Angel Street Reconstruction Project for $500,000.
    - Notable contacts with either existing or potential partners:
        - DevNW;
        - Mid-Willamette Valley Council of Governments;
        - Sheltering Silverton; and
        - Home Ownership Pilot Project group.
- Policy highlights include:
    - Homeowner Residential Rehabilitation Program; and
    - Down Payment Assistance Program.
- Continue to build the program for next year.

***Board discussion:***

- Commissioner Bethell expressed the following:
    - The renewal process will be happening again as this is the fifth year;
    - Need to work harder to advertise to the public what programs exist and what services they offer;
    - Requestors are vetted to ensure they achieve outcomes and use funds as far as possible;
    - Not everyone is able to set funds aside for a home and these programs help individuals achieve homeownership;
    - Individuals may be experiencing challenges and are not able to participate in financial literacy education; and
    - These programs are very critical and advertising them more effectively needs to be a priority.
- Commissioner Willis expressed the following:
    - The downpayment assistance program is a loan not a blank check;
    - We must figure out how to house more people; and
    - Teaching financial literacy needs to be compassionate.
- Commissioner Cameron expressed the following:
    - Programs that enhance financial literacy are valuable;
    - Financial illiteracy becomes a cycle when previous generations were not taught;
    - Opportunities to educate on financial literacy should be taken; and
    - It is important to give back to the community and share what you have learned or experienced.
- No one signed up for public comment.

Commissioner Cameron closed the public hearing.

*(Video Time 01:28:18)*

**ACTION**

COMMUNITY SERVICES

10. Consider a resolution to adopt the Program Year 2023-2024 Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Investment Partnership programs. **(TO BE ACTED ON FOLLOWING THE PUBLIC HEARING)** –Steve Dickey

***Summary of presentation:***

- None.

***Board discussion:***

- Commissioner Willis expressed the following:
  - Finances are not interesting, but the services provided, and individuals helped are fascinating; and
  - Seeing the results is the key to getting work done.

  **MOTION:** Commissioner Bethell moved to approve a resolution to adopt the Program Year 2023-2024 Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Investment Partnership programs. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 01:34:50)*

Commissioner Cameron adjourned the meeting at 10:35 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

G:\BOARD SESSIONS\BOARD SESSION MINUTES\2024\9-18-2024

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**October 1, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, Danielle Bethell, and Colm Willis. Staff: Jan Fritz, Shawnnell Fuentes, Jon Heynen, Andrew Derschon, Nick Hunter, Matt Wilkinson, Troy Gregg, Justin Sparrow, Scott Wilson, Carol Heard, Leanna Linville, Chris Einmo, Ausin Barnes, John Speckman, Brian Nicholas, Brandon Reich, Sherry Linter, Chris Eppley, Steve Dickey, Kellie Weese, Lari Rupp, Gary Christofferson, Jacob Ramsey, Brian Wallace, Scott Norris, Matt Lawyer, and Trevor Lane.

Kevin Cameron called the meeting to order at 10:00 a.m.

INFORMATIONAL:

**1. Livescan Replacement for Addition to IT's List of Business Initiatives**
-Jacob Ramsey, Brian Wallace
***Summary of presentation*:**

- The jail and Concealed Handgun Licensing (CHL) to purchase digital fingerprint stations for $42,130;
- The jail uses them for criminal bookings and charges:
  - They are sent to the state police.
- Used to issue CHL permits;
- Grant through Oregon State Police to purchase both scanners:
  - The county will pay 10 percent.
- The vendor is DataWorks Plus:
  - Have had a continual contract with them; and
  - Support devices very well.

**Board Direction:**

- The board of commissioners (BOC) is good to proceed.

**2. Automated License Plate Readers**
-Jason Bernards
***Summary of presentation*:**

- Adding readers into Marion County jurisdictions;
- Work with Salem and Keizer Police Departments, who have 16 cameras each;
- Cameras are used for investigative purposes;
- Will be paid by the Justice Assistance Grant (JAG);
- Total cost will be $9,795:
  - Cost of four cameras, their software, other equipment, and a monthly subscription fee.
- Installation will be done by Marion County;
- The cameras are run through the city of Salem's server;

- Readers are mounted on street poles and Salem's fiber is used;
- Placed in high crime areas:
    - Addressing shootings and other violent crimes.
- Use scanner to see what vehicles are in the area during violent crimes;
- Placed in public view;
- Brought to the BOC before applying for the grant;
- Grant covers $10,782;
- No cost to IT as it is stored on Salem's server and ran on their lines;
- This allows a larger area to be covered;
- The grant provides the capital for start of this project;
- Salem received grants to build a server to store information:
    - Willing to host at no cost.
- Would like to make this a countywide concept;
- Systems costs would be greater if Marion County did it on its own;
- Memorandum of Understanding (MOU) draft with Salem and Keizer:
    - Marion County is not part of it yet as it owns no hardware.
- Salem, Keizer and Marion County will have their own Rekor accounts:
    - All can access the same information.
- Salem can pull out and Marion County's system will not work; and
- District Attorney is aware as Salem and Keizer are currently using this.

**Board Direction:**

- Send MOU to BOC;
- Bring the contract from the camera company; and
- IT would like MOU and contract copies.

**3. PO Consideration for 4 Ford Trucks from Northside Ford**

-Jeniffer Scales, Scott Wilson

***Summary of presentation*:**

- A single truck is for the Marion County Juvenile Department:
    - Current truck is about 20 years old; and
    - Repairs are needed and a replacement is recommended.
- The other three trucks are for Marion County Public Works (MCPW):
    - F550 will replace a 12 year old truck for the bridge crew;
    - F450 will replace a 25 year old truck; and
    - F350 will replace a 20 year old truck and will be assigned to Salem district.
- All trucks have exceeded their useful life:
    - They are used year-round to support various road work and maintenance.
- The total amount is $307,585.62;
- Many vehicle and equipment purchases are coming in because it is the start of the fiscal year:
    - Quotes and other information is gathered at this time; and
    - Last fall the same process happened.
- Light duty fleet uses the Mercury Program, a financial model assessing vehicles:
    - Determines the financial breakeven point of vehicles:
        - Sell when it still has a high resale value; and
        - Buy vehicles when maintenance costs are lowest.
- Heavy duty fleet vehicles are replaced depending on the amount of time a vehicle spends on the deadline, the liability and how often it is fixed;
- F450's and F350's are great utility trucks that do not require Commercial Driver's License (CDL);

- The 130 fund is the road fund;
- Currently going through a fleet audit process:
    - Consultant is overviewing;
    - Mercury Study is over 20 years old; and
    - Looking into a new study.
- The following items are looked at when determining replacement:
    - Vehicle age;
    - Depreciation;
    - Repair costs; and
    - Parts availability.
- Juvenile Department's truck delivered wood during the ice storms.

**Board Direction:**

- Further discussion on how the vehicles purchases are determined; and
- Send analysis metrics to the BOC.

**4. North Santiam Septic to Sewer Grant – Commercial Septic Exceeding $100,000**

-Chris Einmo

***Summary of presentation*:**

- First grants of the program that will be coming to board session;
- The total estimated cost is $125,374;
- Grant process was implemented last year:
    - Permitting process determines what is needed;
    - Property owner solicits bids from contractors;
    - Work done, according to permit; and
    - Receive reimbursement checks.
- Grant is for Lakeview RV Park on the northeast side of Highway 22:
    - Serves about 14 to 18 RV spots.
- The spots are connected to multiple tanks, given treatment and discharged;
- The owner has obtained three bidders;
- A few others have already been executed as they were under $50,000:
    - Signed by MCPW director, Brian Nicholas.
- The system is for under 2,500 gallons a day.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**5. FEMA Endangered Species Act Pre-Implementation Measures**

-Brandon Reich

***Summary of presentation*:**

- FEMA is expediating process as there was a lawsuit that stated they were moving too slowly;
- Marion County has until December 1, 2024, to choose a path forward;
- Marion County, the governor, and congress have pushed back:
    - FEMA has not responded to this pushback.
- There are four pathways:
    - Two of them are unrealistic and the other two are possible.
- Will default to the permit by permit option:
    - Habitat assessment will be needed for each permit.
- The other feasible path is FEMA's model ordinance;
- January 31, 2025, will be when data needs to be collected:

    - Floodplain quality and function; and
    - Areas removed and added.
- Next year this data will be required for every permit;
- If this is not done compliance will begin:
    - Visit, audit, and offer help.
- If not followed it will lead to eventual suspension of the National Floodplain Insurance:
    - Following or not homeowners will be harmed.
- Oregonians for Floodplain Protection group is looking for possible litigation:
    - Think it will be several years until FEMA did anything;
    - Looking to raise money for this; and
    - Tillamook County is taking lead.
- FEMA is motivated by the lawsuits and not excited about the updates;
- Association of Oregon Counties is working on this;
- Attended training and conferences;
- Have codes that are ready for implementation;
- Will begin collecting needed floodplain data;
- Can update, with Legal Counsel's help, the disclaimer on the floodplain permits:
    - Disclaimer was placed after receiving FEMA's letter eight years ago; and
    - No action was taken by FEMA at that time.
- Will connect Legal Counsel with the Oregonians for Floodplain Protection group's lawyer.

**Board Direction:**

- The BOC is good to proceed; and
- Continue to attend meetings.

**6. Behavioral Health Resource Network Request for Grant Application**

**-**Ryan Matthews

***Summary of presentation*:**

- This is for the 2025-2029 funding cycle of BHRN;
- Funding from Measure 110 aims to support comprehensive community based services like substance use disorder screening, treatment, and recovery support;
- Marion County Health and Humam Services (MCHHS) will apply for funding to begin July 2025 and continue until June 2029;
- The grant application is different from the 2022 version:
    - Encourages organizations to apply independently instead of as a regional group.
- Some of the categories that MCHHS will be applying for are as follows:
    - Substance use disorder screening;
    - Comprehensive behavioral health needs assessment;
    - Substance use disorder treatment; and
    - Peer support services.
- Supported employment services has been integrated into peer support services:
    - These services will continue to be provided.
- Not planning to apply for the supportive housing category but allocated $480,000 in the budget for housing barrier removal funds:
    - Assists individuals with expenses like application fees and outstanding utility bills.
- Anticipated four year budget is $14,847,295.90:
    - This includes 25.5 full time equivalent (FTE) including:

        - Bilingual Screening Specialists;
        - Addiction Treatment Associates;
        - Addiction Recovery Mentors;
        - Behavioral Health Aides (2);
        - Housing Navigator; and
        - Family Support Specialist.
    - New staff will help to meet the growing needs of the community.
- MCHHS will continue working with current BHRN partners and new agencies:
    - This helps ensure comprehensive and accessible care.
- Application will not fund any Community Based Organizations (CBO):
    - Organizations are encouraged to apply on their own.
- Soaring Heights Recovery Homes and Willamette Valley Partners have applied on their own;
- Funds are used for individuals with substance abuse and no Medicaid or other types of insurance:
    - Primary goal is to connect eligible individuals with the Oregon Health Plan (OHP).

**Board Direction:**

- Send the BOC the application;
- Need to see specific reporting of the CBO's work;
- Application should say funds will be used on CBO's who were not successful in getting funds as they benefit the community; and
- Provide scale of positions funded by this and how gaps will be filled if there is not enough funding.

**7. IGA Amendment 11 with OHA for Public Health Adding Program Elements**
**-**Wendy Zieker

***Summary of presentation*:**

- Carries forward eligible unspent funding from the first year of the biennium and appropriates some, previously unknow, federal pass through funding;
- Public Health Emergency Preparedness and Response added funds of $137,446:
    - Adds funds for the remainder of the fiscal year.
- Maternal, Child and Adolescent Health Perinatal General funds and Title XIX added $33,331:
    - Within budget estimates and historical models.
- There are two new program elements:
    - Public Health Emergency Preparedness and Response; and
    - Covid Response Cooperative Agreement for Emergency Response:
        - No funds in this one.
- Acute and Communicable Disease Prevention (ACDP) Infection Prevention Training:
    - Tuberculosis training; and
    - Adds $1,517.82.
- All Marion County Public Health IGA awards are reimbursement based:
    - Reimbursed for only the money spent.

**Board Direction:**

- Send information on the Maternal, Child and Adolescent Health Perinatal General funds and Title XIX program element;
- E-mail information on the Local Public Health Authority (LPHA) Leadership, Governance and Program Implementation; and
- The BOC is good to proceed.

**8. International Volunteer Managers Day – November 5, 2024**
**-**Sherry Linter
***Summary of presentation*:**
- Done on an annual basis;
- Recognizes volunteer manages;
- A lot of work and time goes into the volunteers;
- There are about 90 Volunteer Managers;
- A thank-you note, and small item of appreciation is sent on behalf of the BOC;
- Open to ideas on other gift items;
- Recipients are direct volunteer supervisors and volunteer on-boarders.

**Board Direction:**
- The BOC will sign the awards.

**9. Resilient Headwaters Coalition Request for a Work Session**
-Lari Rupp
***Summary of presentation*:**
- Marion County Economic Development administers the Emerging Economic Opportunity Program (EEOP) grant:
    - Small one-time investments for various economic development initiatives in the county.
- Last year the BOC directed to give $28,950 for plan development of a regional outdoor recreation system in the North Santiam Canyon:
    - Create jobs and further economic development by helping reopen trails in the canyon and drive economic activity for communities throughout the county.
- Plan was received June 28, 2024;
- They would like a work session to discuss.

**Board Direction:**
- Send link of information to the BOC; and
- Schedule a work session.

**10. Home Buyer Assistance/Homeowner Rehab Report #4**
**-**Steve Dickey
***Summary of presentation*:**
- Home Buyer Assistance Program:
    - In total 10 have received assistance;
    - There are 55 that applied and are waiting;
    - Three more have been provided with down payment assistance:
        - Couple with a two year old child:
            - Home in northeast Salem, outside the city limits;
            - Home price is $370,000; and
            - Received $125,000 in downpayment assistance.
        - Single mom with three teenagers:
            - Lived in a mobile home;
            - Manufactured home in Silverton;
            - Home price is $365,000;
            - Received $125,000 in downpayment assistance; and
            - Received $41,000 from DevNW.
        - Couple in their sixties:

        - Found home in Jefferson;
        - U.S. Department of Housing and Urban Development (HUD) sale;
        - Waiting on repairs before funds can be given;
        - Home is $325,000; and
        - Received $125,000 in downpayment assistance.
    - Another family is almost ready to place offers.
- Homeowner Rehabilitation Program:
    - There are 14 jobs that have been done;
    - Total of repairs $514,874,41;
    - There are 12 under construction:
        - Totaling $433,991.
    - There are six in the bidding process;
    - There are 56 in the process of applying for the program;
    - There have been six denials:
        - Three for exceeding income limits;
        - Two are inside the city limits of Salem; and
        - One was not an owner occupied home.
- New applications are temporarily suspended as funds are almost all used:
    - Will process applications that have already submitted.
- Home Buyer Assistance Program:
    - This is an up to amount of $125,000;
    - In years one to five it is repaid fully if it is sold or changes owners;
    - Years six to ten $5,000 comes off until it gets to $100,000; and
    - $100,000 stays for the remainder of the 99 year lien.
- Homeowner Rehabilitation Program:
    - In years one to five it is repaid fully if it is sold or changes owners;
    - Years six to ten it goes down 14 percent per year; and
    - After ten years 30 percent of the loan remains as a lien to be repaid.
- Both have zero percent interest;
- All who receive help are citizens of the U.S.;
- Funds that are repaid go back into the program to help other families;
- New builds do not qualify for the Home Buyer Assistance program; and
- Small market shifts opened the door for some to begin looking for homes.

**Board Direction:**

- Will send the detailed spreadsheet to the BOC; and
- Discuss with the BOC if Salem asks to partner with HOME programs.

**11. Board Session Agenda Review**

**-**Commissioner Kevin Cameron

***Summary of presentation*:**

- Remove the IGA with the University of Oregon from the agenda.

**Board Direction:**

- The BOC is good to proceed.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>

**Commissioner Danielle Bethell**

- Hillcrest Youth Correctional Facility tour:
    - Need to discuss if BOC would like to help those with substance abuse; and
    - Beds can be bought for the juvenile department.

**Commissioner Kevin Cameron**

- Oregon Department of Environmental Quality meeting:
    - Marion County staff, Detroit city council, Mid-Willamette Valley Council of Governments, and Beth Wytoski;
    - Discussed commercial septic in Detroit;
    - Expedited review process for fire effected areas.

**Commissioner Colm Willis**

- Marion County public contracting rules meeting:
    - There will be a follow up meeting.

OTHER

Commissioner Kevin Cameron – Detroit Lake Meeting with the Lunski's

- Ms. Rupp of Community Services and engineer, Josh, joined the meeting;
- Constituents believe the project is a waste of money as boats must be removed at a certain date;
- Lunski's agree with the project;
- Marinas project is going out to bid;
- Going further north of the docks area;
- Need to ensure the county and engineers do not have liability with the docks;
- Engineers are doing a soil excavation project;
- Expansion to the dock area will not add costs to the project;
- Sent thank-you note to the meeting attendees:
    - Included what was discussed.

**Board Direction:**

- The BOC is good with the update.

**Adjourned** – time: 11:15 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**October 8, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, Danielle Bethell and Colm Willis. Staff: Jan Fritz, Trevor Lane, Shawnnell Fuentes, Jon Heynen, Alvin Klausen, Nick Hunter, Jason Bernards, Mark Ferron, Greg Walsh, Brian Nicholas, Max Hepburn, Dennis Mansfield, Nate Combs, Natasha McVey, Kevin Thompson, Ryan Wade, Ryan Crowther, Chris Eppley, Steve Dickey, Jeremy Landers, Gary Christofferson, Scott Norris, and Stephen Elzinga.

Jan Fritz called the meeting to order at 9:34 a.m.

INFORMATIONAL:

**1. Courthouse Camera Upgrade Project**
-Jeremy Landers

***Summary of presentation*:**

- This will replace current cameras;
- The total amount is $761,383.68;
- Will replace three stand alone systems and consolidate them:
    - New cable and wiring.
- Will bring everything up to standard;
- Current system is over 30 years old;
- Replace panic buttons in the courthouse building and courthouse square;
- The control room will be updated with a sufficient monitoring system;
- This was approved in 2017/2018;
- This is the last facility in the county to be brought to standard;
- No work has been done on the project until this year;
- Most camera projects in the county were done through a cooperative;
- Cooperatives are the simplest route for this:
    - Only specific vendors are qualified in the state of Oregon.
- Project implementation is about five months;
- Coming from the general fund;
- Project placed on hold while Marion County came up with a standard;
- Every campus has Axix now; and
- Axix cameras and software.

**Board Direction:**

- The board of commissioners (BOC) is good to proceed; and
- Get contracting information to Commissioner Bethell.

**2. Letter of Support for Recreational Trail Grant**
-Kevin Thompson

***Summary of presentation*:**

- Grant is for resorting the North fork Trails after the fires and logging in the area;
- Getting full trail system for increased access;
- The grant $97,700 and match is $24,000 in volunteering staff and in kind;
- The total project is about $122,000;
- The kiosk is wooden will have signage and picnic tables;
- Trying to increase mobility availability by using packed crushed rock;
- Funding is from Oregon Parks and Recreation (OPRD); and
- The grant comes with the restriction that the park must remain a park for 25 years.

**Board Direction:**

- Send letter to Alvin Klausen to use appropriate template; and
- The BOC is good to proceed.

**3. Letter of Support for Oregon Watershed Enhancement Board Restoration Grant**

-Kevin Thompson

***Summary of presentation*:**

- This is for reforestation and replanting work;
- Helps reduce erosion and stabilizes infrastructure;
- Keeps water quality clean;
- Maintain wetland plants for the next few years;
- This is a $720,000 project;
- Grant funding ask is about $531,000;
- Some matching sources:
    - Earmarked $100,000 from Oregon Parks Forever;
    - $10,000 for temporary irrigation; and
    - Staff time.
- Ryan Wade is the project manager.

**Board Direction:**

- The BOC is good to proceed.

**4. Advancing Tax Levies to Small Taxing Districts Pursuant to ORS 311.392**

-Natasha McVey

***Summary of presentation*:**

- Marion County will give the 204 small taxing districts their full budgeted amount in one lump sum instead of monthly:
    - The cost is $75 per check.
- The total amount is $315,000 for the taxing districts;
- These are small lighting districts:
    - Previously there were over 400 districts; and
    - Tom Rohlfing has helped to combine over the years.
- There is three percent taken off if Marion County pays the districts early;
- Marion County loses $10,000; and
- Advanced funds that are then not collected cannot be taken back from the districts.

**Board Direction:**

- The BOC is good to proceed with item in consent; and
- Schedule a work session to further discuss the issues.

**5. Approval of Contract with University of Oregon**

-Greg Walsh

***Summary of presentation*:**

- Will include Marion County Sheriff's Office (MCSO);
- Important to engage all stakeholders and relevant parties;
- Evacuations are the responsibility of MCSO; and
- Add MCSO into the objectives.

**Board Direction:**

- The BOC is good to proceed; and
- Send the redline version of the contract to the BOC.

**6. Contract Amendment #1 with ODOT to Improve Operations with Wheatland Ferry and Buena Vista Ferry**

**-**Ryan Crowther

***Summary of presentation*:**

- Federal ferry funding;
- Additional ferry funding was received;
- Funds will be used to purchase various parts and equipment for the ferries;
- The grant pays 80 percent, and the county is responsible for 20 percent;
- This agreement will allow to purchase parts to build a catwalk;
- Catwalk helps with access on the towers;
- The project is being designed;
- Previously funds could only be used for capital funds;
- Funds can now be used for maintenance and staffing;
- Yamhill County pays half of the 20 percent for capital projects:
    - Cover half when money is lost.
- Polk County is not involved and ODOT takes care of their portion.

**Board Direction:**

- The BOC is good to proceed.

**7. Capital Futbol Club Cordon Access**

**-**Carl Lund, Max Hepburn

***Summary of presentation*:**

- Discussed CFC leasing the strip of property owned by the fire district;
- It will be a right in and right out only road:
    - Center median of 400 feet.
- The area has a traffic problem;
- The median will not be in front of the fire house;
- Southbound drivers cannot turn left:
    - Terra Gardens may get drivers using the business to turnaround.

**Board Direction:**

- Confirm if Fire Chief is agreeable with the median placement; and
- The BOC is good to proceed.

**8. Contract with the City of Mt. Angel for Reconstruction of Railroad Avenue**

**-**Steve Dickey

***Summary of presentation*:**

- This is the Community Development Block Grant (CDBG) process;
- Provides $500,000 for Railroad Avenue, adjacent sidewalks, and drainage;
- There will be one side parking only;
- Mt. Angel's funding is in place and ready to go; and

- Project will be complete the end of next spring.

**Board Direction:**

- The BOC is good to proceed on consent.

**9. Facility Condition Assessment of the Reworld Marion Waste-to-Energy Facility**
-Brian Nicholas

***Summary of presentation*:**

- To continue operations and permits going will be $3 million annually;
- Reworld Marion will try to sell or recondition the facility;
- Will take about six months to clean up all chemicals on site;
- Six months may be the sell window;
- Selling the facility for $15 million;
- Reworld will still own the property and be responsible for security;
- Cost to properly access the facility condition is around $500,000;
- Likely to have issues with the facility as the boiler is 38 years old;
- Met with JR May regarding the facility assessment, about potentially running the facility;
- Need to assess the condition of the facility;
- Who can generate electricity and who can make money doing so;
- Facility may not fall under Environmental Health or the Solid Waste sector of MCPW:
    - Something new may be needed.

**Board Direction:**

- Agreement with the MCSO so they are able to patrol the area;
- Analyze who can make funds from generating electricity;
- The BOC is good with the update; and
- The public needs to be made aware of the facility's closure.

**10. FY 2024-2025 First Supplemental Budget**
**-** Daniel Adatto, Zivile Sliosoraite

***Summary of presentation*:**

- The total supplemental budget increased by $24.5 million;
- There is 16 new Full Time Equivalent (FTE):
    - Adding the Cost of Living Adjustment (COLA);
    - Marion County District Attorney Association [previously negotiated a COLA of 3.5 percent; and
    - Marion County Sheriff Sergeant's Association is still bargaining.
- Oregon HB 4002 is budgeted about $810,202 and 7 FTE in the supplemental;
- 16 new FTE:
    - DA's Office is adding two FTE;
    - Marion County Health and Human Services (MCHHS) is adding 3.8 FTE;
    - Human Resources is adding 1 FTE;
    - IT decreased a Support Technician from 1 FTE to .80 FTE; and
    - MSCO adds 10 FTE.
- List of Marion County projects and their status;
- General fund carried forward $2.7 million:
    - Distributed across all operating departments for the COLA;
    - Clerk's Office requested $62,500 for one time postage costs;
    - MCSO increased by $989,613 after market review for Sheriff Deputies:
        - Also outfitted a donated vehicle for $6,288.

    - Materials and Services decreased by $1.87 million:
        - Resulted in increase of $1.4 million in ARPA revenue replacement funds; and
        - Decrease of $3.2 million to cover COLA within general and other associated funds.
    - Transfers Out increased by $1.3 million:
        - Community services COLA increase coverage of $1.16 million;
        - Juvenile Department dump truck for $114,000; and
        - Parks Fund mover purchase carried forwards for $96,942.
- Central Services Fund:
    - All departments receiving COLA increases totaling $938,634;
    - Surplus sales increase of $7,500; and
    - BOC increase of $2,532 to cover COLA of office specialist position.
- Dog Services decrease of $13,889 in Net Working Capital:
    - Net Working Capital is made of 100 percent donations.
- Will be posted a week after noticing; and
- Expenditures associated with HB 4002 and HB 5204 are detailed in the narratives.

**Board Direction:**

- Want more information on the capital project changes table:
    - Asterick next to general funding sources.
- The BOC is good to proceed.

**11. Commissioners Day**

**-**Jon Heynen

***Summary of presentation*:**

- Commissioners Day to be used as a floating holiday between November 15, 2024, to January 1, 2025.

**Board Direction:**

- The BOC is good to proceed.

**12. Board Session Agenda Review**

**-**Commissioner Danielle Bethell

***Summary of presentation*:**

- Overview of the agenda.

**Board Direction:**

- The BOC is good to proceed.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>

**Commissioner Danielle Bethell**

- N/A

**Commissioner Kevin Cameron**

- N/A

**Commissioner Colm Willis**

- N/A

<u>OTHER</u>

**Adjourned** – time: 11:32 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, October 23, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Jan Fritz, chief administrative officer, Steve Elzinga as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:00 a.m.

*(Video Time 00:01:15)*

## PUBLIC COMMENT

None.

*(Video Time 00:01:39)*

## CONSENT

COMMUNITY SERVICES

1. Approve the Subrecipient Agreement with the City of Mt. Angel to provide Community Development Block Grant (CDBG) funding in the amount of $500,000 to help support the Railroad Avenue Reconstruction Project retroactive to July 1, 2024, through June 30, 2027.

FINANCE

2. Approve an amended quitclaim deed for the private sale of tax foreclosed lot 533053 from Marion County to the Cain Joint Revocable Living Trust.

HUMAN RESOURCES

3. Approve the recommendation to update the classification and adjust the pay grades upward for class codes #433, Mechanic; #434, Fleet Shop Supervisor; #435, Mechanic Senior; #437, Parts Specialist; #438, Fleet Specialist; #540, Environmental Health Specialist 1; and #541, Environmental Health Specialist 2; and update the classification and uphold the pay grades for class codes #184, Data Specialist Senior; #185, Data Specialist; and #539, Environmental Health Specialist 3.

**MOTION:** Commissioner Willis moved for approval of the consent agenda. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:03:13)*

## ACTION

INFORMATION TECHNOLOGY

4. Consider approval of the Contract for Services with ConvergeOne, Inc. in the amount of $761,383.68 for the Marion County Courthouse Surveillance System Upgrade project through June 30, 2025. –Commander Jeremy Landers

***Summary of presentation:***

- The camera upgrades at the Marion County Courthouse have been an ongoing project;
- The Contract for Services with ConvergeOne, Inc. is for $761,383.68;
- The project will upgrade the camera infrastructure within the courthouse building;
- Currently there are three standalone systems operating that do not function well together;
- The upgraded surveillance system will bring the cameras up to the county's standard;
- The current surveillance system hardware is 30 years old and has dated technology;
- The upgrade will enhance the video monitoring stations for improved courthouse surveillance; and
- Courthouse security is mandated to the Marion County Sheriff's Office.

***Board discussion:***

- None.

**MOTION:** Commissioner Bethell moved to approve the Contract for Services with ConvergeOne, Inc. in the amount of $761,383.68 for the Marion County Courthouse Surveillance System Upgrade project through June 30, 2025. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:05:26)*

Commissioner Cameron recessed the meeting at 9:05 a.m.
Commissioner Cameron reconvened the meeting at 9:29 a.m.

*(Video Time 00:06:01)*

## PUBLIC HEARINGS
## 9:30 A.M.

FINANCE

A. Public hearing to consider adopting the Fiscal Year 2024-25 First Supplemental Budget. –Daniel Adatto

***Summary of presentation:***

- The public hearing is to consider the Fiscal Year 2024-25 First Supplemental Budget;
- The total budget is increasing by $24.5 million with a new total of $757.3 million;
- Appropriations increased by $16.9 million;

- There were 16.6 Full Time Equivalents (FTE) positions added:
    - The county has a total of 1,675 FTE's.
- A Cost Of Living Adjustment (COLA) has been added to the budget:
    - COLA adjustments for five Collective Bargaining Agreements (CBA) were not included due to ongoing negotiations with unions; and
    - Funds were set aside in the county's budget to be reallocated to the individual department budgets during the first supplemental budget.
- The budget includes a four percent COLA adjustment for the following units:
    - Oregon Nursing Association (ONA);
    - Marion County Law Enforcement Association (MCLEA);
    - Marion County Employees Association (MCEA);
    - Federation of Parole and Probation Officers (FOPPO);
    - Marion County Juvenile Employees Association (MCJEA); and
    - All other non-represented units.
- Oregon House Bill (HB) 4002 funds were allocated to the budget;
- HB 4002 provided the following:
    - Reclassified certain drug violations as misdemeanors; and
    - Funding for deflection and addiction treatment programs.
- Marion County received approximately $1.4 million for the initiatives in 2024;
- The county is utilizing HB 4002 funds to support diversion services for the following:
    - The Marion County District Attorney's Office received $207,000 to fund two full time positions;
    - Marion County Health and Human Services (MCHHS) received $96,000 to fund one full time position; and
    - The Marion County Sheriff's Office (MCSO) received $506,000 to fund four full time positions.
- Other staffing changes include:
    - MCHHS receive 2.8 full time positions for the following:
        - Mental health and administrative staff; and
        - A senior project manager to assist with the Enterprise Resource Planning (ERP) replacement project.
    - Marion County Information Technology reduced FTE by 0.2 for support technicians; and
    - MCSO is adding six parole and probation deputy positions.
- Net Working Capital was adjusted to actual for all funds with carry forward balances;
- Capital Improvement Projects changed to reflect the status of one of the following:
    - Carry forward;
    - Modified;
    - Completed in the prior year; or
    - New.
- The supplemental budget was discussed in detail at a Management Update meeting; and
- The public hearing was noticed in the following:

- The Woodburn Independent newspaper;
- The Marion County Board of Commissioners Office; and
- The Marion County Finance website page.

***Board discussion:***

- Carry forward when it is a positive number means that any unspent funds that were appropriated for a project in the last budget will carry forward to the new budget;
- A negative number can entail the following:
  - An estimate is made during the budget development period;
  - An estimate is made for how much of a project will remain uncompleted;
  - The estimate is reviewed and adjusted during the supplemental budget period; and
  - If more funding was budgeted for a project, then what was needed, then the project budget is negatively reduced.
- The county does not typically amend a budget downward in the year that it is budgeted for:
  - If a project is completed that has funding left over, then funding is carried forward.
- Many Capital Projects are multiple year projects:
  - A Capital Project can be reflected in multiple budgets.
- If a modification is needed, then what is driving the change is stated in the budget;
- No one signed up for public comment; and
- The budget breaks down the county departments that are receiving funding for HB 4002.

**MOTION:** Commissioner Cameron moved to close the public hearing and approve a resolution to adopt the Fiscal Year 2024-25 First Supplemental Budget. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

Commissioner Cameron closed the public hearing.

**ACTION**

FINANCE

5. Consider approval of a resolution to adopt the Fiscal Year 2024-25 First Supplemental Budget. **(TO BE ACTED ON FOLLOWING THE PUBLIC HEARING)** –Daniel Adatto

**MOTION:** Commissioner Cameron moved to approve a resolution to adopt the Fiscal Year 2024-25 First Supplemental Budget. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

Commissioner Cameron adjourned the meeting at 9:44 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

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MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**October 1, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Kevin Cameron, Danielle Bethell, and Colm Willis. Staff: Jan Fritz, Shawnnell Fuentes, Jon Heynen, Andrew Derschon, Nick Hunter, Matt Wilkinson, Troy Gregg, Justin Sparrow, Scott Wilson, Carol Heard, Leanna Linville, Chris Einmo, Ausin Barnes, John Speckman, Brian Nicholas, Brandon Reich, Sherry Linter, Chris Eppley, Steve Dickey, Kellie Weese, Lari Rupp, Gary Christofferson, Jacob Ramsey, Brian Wallace, Scott Norris, Matt Lawyer, and Trevor Lane.

Kevin Cameron called the meeting to order at 10:00 a.m.

INFORMATIONAL:

**1. Livescan Replacement for Addition to IT's List of Business Initiatives**
-Jacob Ramsey, Brian Wallace
***Summary of presentation*:**

- The jail and Concealed Handgun Licensing (CHL) to purchase digital fingerprint stations for $42,130;
- The jail uses them for criminal bookings and charges:
  - They are sent to the state police.
- Used to issue CHL permits;
- Grant through Oregon State Police to purchase both scanners:
  - The county will pay 10 percent.
- The vendor is DataWorks Plus:
  - Have had a continual contract with them; and
  - Support devices very well.

**Board Direction:**

- The board of commissioners (BOC) is good to proceed.

**2. Automated License Plate Readers**
-Jason Bernards
***Summary of presentation*:**

- Adding readers into Marion County jurisdictions;
- Work with Salem and Keizer Police Departments, who have 16 cameras each;
- Cameras are used for investigative purposes;
- Will be paid by the Justice Assistance Grant (JAG);
- Total cost will be $9,795:
  - Cost of four cameras, their software, other equipment, and a monthly subscription fee.
- Installation will be done by Marion County;
- The cameras are run through the city of Salem's server;

- Readers are mounted on street poles and Salem's fiber is used;
- Placed in high crime areas:
    - Addressing shootings and other violent crimes.
- Use scanner to see what vehicles are in the area during violent crimes;
- Placed in public view;
- Brought to the BOC before applying for the grant;
- Grant covers $10,782;
- No cost to IT as it is stored on Salem's server and ran on their lines;
- This allows a larger area to be covered;
- The grant provides the capital for start of this project;
- Salem received grants to build a server to store information:
    - Willing to host at no cost.
- Would like to make this a countywide concept;
- Systems costs would be greater if Marion County did it on its own;
- Memorandum of Understanding (MOU) draft with Salem and Keizer:
    - Marion County is not part of it yet as it owns no hardware.
- Salem, Keizer and Marion County will have their own Rekor accounts:
    - All can access the same information.
- Salem can pull out and Marion County's system will not work; and
- District Attorney is aware as Salem and Keizer are currently using this.

**Board Direction:**

- Send MOU to BOC;
- Bring the contract from the camera company; and
- IT would like MOU and contract copies.

**3. PO Consideration for 4 Ford Trucks from Northside Ford**

-Jeniffer Scales, Scott Wilson

***Summary of presentation*:**

- A single truck is for the Marion County Juvenile Department:
    - Current truck is about 20 years old; and
    - Repairs are needed and a replacement is recommended.
- The other three trucks are for Marion County Public Works (MCPW):
    - F550 will replace a 12 year old truck for the bridge crew;
    - F450 will replace a 25 year old truck; and
    - F350 will replace a 20 year old truck and will be assigned to Salem district.
- All trucks have exceeded their useful life:
    - They are used year-round to support various road work and maintenance.
- The total amount is $307,585.62;
- Many vehicle and equipment purchases are coming in because it is the start of the fiscal year:
    - Quotes and other information is gathered at this time; and
    - Last fall the same process happened.
- Light duty fleet uses the Mercury Program, a financial model assessing vehicles:
    - Determines the financial breakeven point of vehicles:
        - Sell when it still has a high resale value; and
        - Buy vehicles when maintenance costs are lowest.
- Heavy duty fleet vehicles are replaced depending on the amount of time a vehicle spends on the deadline, the liability and how often it is fixed;
- F450's and F350's are great utility trucks that do not require Commercial Driver's License (CDL);

- The 130 fund is the road fund;
- Currently going through a fleet audit process:
    - Consultant is overviewing;
    - Mercury Study is over 20 years old; and
    - Looking into a new study.
- The following items are looked at when determining replacement:
    - Vehicle age;
    - Depreciation;
    - Repair costs; and
    - Parts availability.
- Juvenile Department's truck delivered wood during the ice storms.

**Board Direction:**

- Further discussion on how the vehicles purchases are determined; and
- Send analysis metrics to the BOC.

**4. North Santiam Septic to Sewer Grant – Commercial Septic Exceeding $100,000**

-Chris Einmo

***Summary of presentation*:**

- First grants of the program that will be coming to board session;
- The total estimated cost is $125,374;
- Grant process was implemented last year:
    - Permitting process determines what is needed;
    - Property owner solicits bids from contractors;
    - Work done, according to permit; and
    - Receive reimbursement checks.
- Grant is for Lakeview RV Park on the northeast side of Highway 22:
    - Serves about 14 to 18 RV spots.
- The spots are connected to multiple tanks, given treatment and discharged;
- The owner has obtained three bidders;
- A few others have already been executed as they were under $50,000:
    - Signed by MCPW director, Brian Nicholas.
- The system is for under 2,500 gallons a day.

**Board Direction:**

- The BOC is good to proceed with item on consent.

**5. FEMA Endangered Species Act Pre-Implementation Measures**

-Brandon Reich

***Summary of presentation*:**

- FEMA is expediating process as there was a lawsuit that stated they were moving too slowly;
- Marion County has until December 1, 2024, to choose a path forward;
- Marion County, the governor, and congress have pushed back:
    - FEMA has not responded to this pushback.
- There are four pathways:
    - Two of them are unrealistic and the other two are possible.
- Will default to the permit by permit option:
    - Habitat assessment will be needed for each permit.
- The other feasible path is FEMA's model ordinance;
- January 31, 2025, will be when data needs to be collected:

    - Floodplain quality and function; and
    - Areas removed and added.
- Next year this data will be required for every permit;
- If this is not done compliance will begin:
    - Visit, audit, and offer help.
- If not followed it will lead to eventual suspension of the National Floodplain Insurance:
    - Following or not homeowners will be harmed.
- Oregonians for Floodplain Protection group is looking for possible litigation:
    - Think it will be several years until FEMA did anything;
    - Looking to raise money for this; and
    - Tillamook County is taking lead.
- FEMA is motivated by the lawsuits and not excited about the updates;
- Association of Oregon Counties is working on this;
- Attended training and conferences;
- Have codes that are ready for implementation;
- Will begin collecting needed floodplain data;
- Can update, with Legal Counsel's help, the disclaimer on the floodplain permits:
    - Disclaimer was placed after receiving FEMA's letter eight years ago; and
    - No action was taken by FEMA at that time.
- Will connect Legal Counsel with the Oregonians for Floodplain Protection group's lawyer.

**Board Direction:**

- The BOC is good to proceed; and
- Continue to attend meetings.

**6. Behavioral Health Resource Network Request for Grant Application**

**-**Ryan Matthews

***Summary of presentation*:**

- This is for the 2025-2029 funding cycle of BHRN;
- Funding from Measure 110 aims to support comprehensive community based services like substance use disorder screening, treatment, and recovery support;
- Marion County Health and Humam Services (MCHHS) will apply for funding to begin July 2025 and continue until June 2029;
- The grant application is different from the 2022 version:
    - Encourages organizations to apply independently instead of as a regional group.
- Some of the categories that MCHHS will be applying for are as follows:
    - Substance use disorder screening;
    - Comprehensive behavioral health needs assessment;
    - Substance use disorder treatment; and
    - Peer support services.
- Supported employment services has been integrated into peer support services:
    - These services will continue to be provided.
- Not planning to apply for the supportive housing category but allocated $480,000 in the budget for housing barrier removal funds:
    - Assists individuals with expenses like application fees and outstanding utility bills.
- Anticipated four year budget is $14,847,295.90:
    - This includes 25.5 full time equivalent (FTE) including:

        - Bilingual Screening Specialists;
        - Addiction Treatment Associates;
        - Addiction Recovery Mentors;
        - Behavioral Health Aides (2);
        - Housing Navigator; and
        - Family Support Specialist.
    - New staff will help to meet the growing needs of the community.
- MCHHS will continue working with current BHRN partners and new agencies:
    - This helps ensure comprehensive and accessible care.
- Application will not fund any Community Based Organizations (CBO):
    - Organizations are encouraged to apply on their own.
- Soaring Heights Recovery Homes and Willamette Valley Partners have applied on their own;
- Funds are used for individuals with substance abuse and no Medicaid or other types of insurance:
    - Primary goal is to connect eligible individuals with the Oregon Health Plan (OHP).

**Board Direction:**

- Send the BOC the application;
- Need to see specific reporting of the CBO's work;
- Application should say funds will be used on CBO's who were not successful in getting funds as they benefit the community; and
- Provide scale of positions funded by this and how gaps will be filled if there is not enough funding.

**7. IGA Amendment 11 with OHA for Public Health Adding Program Elements**
**-**Wendy Zieker

***Summary of presentation*:**

- Carries forward eligible unspent funding from the first year of the biennium and appropriates some, previously unknow, federal pass through funding;
- Public Health Emergency Preparedness and Response added funds of $137,446:
    - Adds funds for the remainder of the fiscal year.
- Maternal, Child and Adolescent Health Perinatal General funds and Title XIX added $33,331:
    - Within budget estimates and historical models.
- There are two new program elements:
    - Public Health Emergency Preparedness and Response; and
    - Covid Response Cooperative Agreement for Emergency Response:
        - No funds in this one.
- Acute and Communicable Disease Prevention (ACDP) Infection Prevention Training:
    - Tuberculosis training; and
    - Adds $1,517.82.
- All Marion County Public Health IGA awards are reimbursement based:
    - Reimbursed for only the money spent.

**Board Direction:**

- Send information on the Maternal, Child and Adolescent Health Perinatal General funds and Title XIX program element;
- E-mail information on the Local Public Health Authority (LPHA) Leadership, Governance and Program Implementation; and
- The BOC is good to proceed.

**8. International Volunteer Managers Day – November 5, 2024**
**-**Sherry Linter
***Summary of presentation*:**
- Done on an annual basis;
- Recognizes volunteer manages;
- A lot of work and time goes into the volunteers;
- There are about 90 Volunteer Managers;
- A thank-you note, and small item of appreciation is sent on behalf of the BOC;
- Open to ideas on other gift items;
- Recipients are direct volunteer supervisors and volunteer on-boarders.

**Board Direction:**
- The BOC will sign the awards.

**9. Resilient Headwaters Coalition Request for a Work Session**
-Lari Rupp
***Summary of presentation*:**
- Marion County Economic Development administers the Emerging Economic Opportunity Program (EEOP) grant:
    - Small one-time investments for various economic development initiatives in the county.
- Last year the BOC directed to give $28,950 for plan development of a regional outdoor recreation system in the North Santiam Canyon:
    - Create jobs and further economic development by helping reopen trails in the canyon and drive economic activity for communities throughout the county.
- Plan was received June 28, 2024;
- They would like a work session to discuss.

**Board Direction:**
- Send link of information to the BOC; and
- Schedule a work session.

**10. Home Buyer Assistance/Homeowner Rehab Report #4**
**-**Steve Dickey
***Summary of presentation*:**
- Home Buyer Assistance Program:
    - In total 10 have received assistance;
    - There are 55 that applied and are waiting;
    - Three more have been provided with down payment assistance:
        - Couple with a two year old child:
            - Home in northeast Salem, outside the city limits;
            - Home price is $370,000; and
            - Received $125,000 in downpayment assistance.
        - Single mom with three teenagers:
            - Lived in a mobile home;
            - Manufactured home in Silverton;
            - Home price is $365,000;
            - Received $125,000 in downpayment assistance; and
            - Received $41,000 from DevNW.
        - Couple in their sixties:

        - Found home in Jefferson;
        - U.S. Department of Housing and Urban Development (HUD) sale;
        - Waiting on repairs before funds can be given;
        - Home is $325,000; and
        - Received $125,000 in downpayment assistance.
    - Another family is almost ready to place offers.
- Homeowner Rehabilitation Program:
    - There are 14 jobs that have been done;
    - Total of repairs $514,874,41;
    - There are 12 under construction:
        - Totaling $433,991.
    - There are six in the bidding process;
    - There are 56 in the process of applying for the program;
    - There have been six denials:
        - Three for exceeding income limits;
        - Two are inside the city limits of Salem; and
        - One was not an owner occupied home.
- New applications are temporarily suspended as funds are almost all used:
    - Will process applications that have already submitted.
- Home Buyer Assistance Program:
    - This is an up to amount of $125,000;
    - In years one to five it is repaid fully if it is sold or changes owners;
    - Years six to ten $5,000 comes off until it gets to $100,000; and
    - $100,000 stays for the remainder of the 99 year lien.
- Homeowner Rehabilitation Program:
    - In years one to five it is repaid fully if it is sold or changes owners;
    - Years six to ten it goes down 14 percent per year; and
    - After ten years 30 percent of the loan remains as a lien to be repaid.
- Both have zero percent interest;
- All who receive help are citizens of the U.S.;
- Funds that are repaid go back into the program to help other families;
- New builds do not qualify for the Home Buyer Assistance program; and
- Small market shifts opened the door for some to begin looking for homes.

**Board Direction:**

- Will send the detailed spreadsheet to the BOC; and
- Discuss with the BOC if Salem asks to partner with HOME programs.

**11. Board Session Agenda Review**

**-**Commissioner Kevin Cameron

***Summary of presentation*:**

- Remove the IGA with the University of Oregon from the agenda.

**Board Direction:**

- The BOC is good to proceed.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>

**Commissioner Danielle Bethell**

- Hillcrest Youth Correctional Facility tour:
    - Need to discuss if BOC would like to help those with substance abuse; and
    - Beds can be bought for the juvenile department.

**Commissioner Kevin Cameron**

- Oregon Department of Environmental Quality meeting:
    - Marion County staff, Detroit city council, Mid-Willamette Valley Council of Governments, and Beth Wytoski;
    - Discussed commercial septic in Detroit;
    - Expedited review process for fire effected areas.

**Commissioner Colm Willis**

- Marion County public contracting rules meeting:
    - There will be a follow up meeting.

OTHER

Commissioner Kevin Cameron – Detroit Lake Meeting with the Lunski's

- Ms. Rupp of Community Services and engineer, Josh, joined the meeting;
- Constituents believe the project is a waste of money as boats must be removed at a certain date;
- Lunski's agree with the project;
- Marinas project is going out to bid;
- Going further north of the docks area;
- Need to ensure the county and engineers do not have liability with the docks;
- Engineers are doing a soil excavation project;
- Expansion to the dock area will not add costs to the project;
- Sent thank-you note to the meeting attendees:
    - Included what was discussed.

**Board Direction:**

- The BOC is good with the update.

**Adjourned** – time: 11:15 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**October 29, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Colm Willis, Kevin Cameron, and Danielle Bethell.
**Board's Office:** Jan Fritz, Matt Lawyer, Trevor Lane, Shawnnell Fuentes, Jon Heynen, Alvin Klausen, and Chris Eppley.
**Legal Counsel:** Steve Elzinga.
**Public Works:** Chris Einmo and Brian Nicholas.
**Business Services:** Wesley Miller and Terry Stoner.
**Community Services:** Sheila Roberts, Steve Dickey, and Kelli Weese.
**Health and Human Services:** Ryan Matthews.

**Discussion Items:**

**Public Works Roof Replacement**
- Discussed the need to replace the roof of Building 13 at the Silverton Road campus due to leaks and multiple repairs.
- The new roof will not include skylights and will be awarded to Garland Contract with the lowest bid of $194,806.
- The new roof will come with a 30-year labor and material warranty.

**Community Service District Reallocation**
- Discussed the reallocation of funds from a wastewater project to water projects for the Brooks community service district.
- Explained the need to move the focus to water due to identified critical needs and adequate capacity in the wastewater system.
- Proposed keeping $500,000 in the wastewater budget and moving the rest to water projects.

**Pacific Source Provider Agreement Negotiations**
- Discussed the annual renewal of the Pacific Source provider agreement and the need to negotiate a new rate for the next contract.
- The current contract ends on December 31, and the new proposal requests $12.81 per Medicaid member per month.
- The previous year's negotiations resulted in a 1.9% COLA, leading to a rate of $10.27 per member per month.
- The new proposal aims to address rising costs, increased medical benefits, and additional capacity needs.

**Public Hearing and Action for HUD, CDBG, and HOME Funds**

- Discussed the administrative process of managing federal funds and the need to reallocate unused funds.
- $250,000 from the year one CDBG set aside for Habitat for Humanity will be moved to home buyer assistance.
- An additional $250,000 will be added to the Mount Angel street improvement project, bringing the total to $500,000.
- The public hearing for these reallocations will be held tomorrow.

**Grant Agreements for Community Projects**

- Several grant agreements for community projects, including:
    - Church at the Park for commercial kitchen equipment and a meal delivery vehicle.
    - Silverton Area Community Resource Center to complete renovations.
    - Crossroads Communities to provide services in rural areas, focusing on homeless individuals.

**Other**

- Discussed the Veterans Day proclamation and coordination with VFW and department heads.
- Provided updates on initiatives related to juvenile substance use disorder, an OSHA rule affecting farm worker housing, and the status of Opal Creek and renewable energy credit bills.
- Discussed the Homeless Alliance, the sheriff's banquet, public safety and community engagement efforts.

**Action Items**

- Verify the exhibit details for the Church at the Park project.
- Follow up with the Silverton Area Community Resource Center on their funding gap.
- Obtain a scope of work and budget from Crossroads Communities for their rural household services contract.
- Schedule a meeting with Crossroads Communities to discuss their service plan.
- Follow up with Representative Kramer to introduce a house version of the renewable energy credit bill.
- Coordinate a work session with the Sheriff's Office to discuss the gun violence study.

**Adjourned** – time: 10:22 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, October 30, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Steve Elzinga as county counsel and Brenda Koenig as recorder.

ABSENT: Jan Fritz, chief administrative officer

Commissioner Cameron called the meeting to order at 9:04 a.m.
Commissioner Bethell arrived at 9:06 a.m.

*(Video Time 00:00:59)*

## PUBLIC COMMENT

None.

*(Video Time 00:01:02)*

## PRESENTATION

1. Youth Employment Grant Program Biannual Report. –Kelli Weese; Kim Parker-Llerenas and Dean Craig, Willamette Workforce Partnership

***Summary of presentation:***

- Annual allocation of $60,000;
- Project did not start at the beginning of summer because of contract issues;
- There were 19 businesses who applied:
    - Collectively proposed to hire 53 youth;
    - There were nine different Marion County communities;
    - There were eight different business categories; and
    - With an average of 13 employees.
- There were 24 youths that competed the Oregon Employability survey:
    - Need to figure out how to help youth understand the survey correctly.
- There were four businesses that were reimbursed;
- Youth follow-up will begin in November;
- The survey has 10 topics and 25 questions in total;

- Emailed hundreds of Marion County businesses;
- Often shared on social media outlets:
    - As did the county.
- Partner organizations shared in emails and social media platforms:
    - SEDCOR;
    - Chambers of Commerce;
    - North Marion Business Alliance;
    - Latino Business Alliance; and
    - Be Blac Foundation.
- Best response was word of mouth;
- Beginning the 2025 summer work campaign in April:
    - Will target businesses and schools.
- Some challenges include:
    - Not promoting in schools because of the late start;
    - Several businesses were interested but outreach was too late; and
    - Slow to get youth to complete the survey.
- Reimbursed $2,758.20 and 557.04 hours; and
- This can be promoted year-round.

***Board discussion:***

- Commissioner Bethell expressed the following:
    - Youth do not use the words that are part of the survey, so they have difficulty understanding;
    - Asking the same questions in the beginning and end can help show how skills have grown;
    - Challenge school districts to figure out the issues;
    - Employers have extra required steps when hiring through this and it is complicated; and
    - The board's office to help with advertising this program.
- Commissioner Cameron expressed the following:
    - Can be shown as a credit to labor costs instead of revenue.

*(Video Time 00:20:13)*

2. Strategic Economic Development Corporation (SEDCOR) of the Mid-Willamette Valley Quarterly Report. –Kelli Weese; Erik Andersson and Kip Morris, SEDCOR

***Summary of presentation:***

- The goal is to grow, retain and attract high value jobs and capital investment;
- There were 25 business visits this quarter;
- Introduced Agility Robotics to a few suppliers;
- Cascade Fruit Growers is looking to expand in the next three to five years;
- Hazelnut Growers of Oregon closed, and Northwest Hazelnut Company moved in:

    - See various opportunities for growth and working with various companies; and
    - The region produces 99 percent of hazelnuts to the United States.
- Oregon Mining & Agriculture Fabrication is discussing relocating and/or expanding;
- GK Machine is expanding and purchasing equipment;
- Chromo24:
    - European based E-commerce business;
    - Tailored to high end watches;
    - Looking for west coast operation locations;
    - Liked the Willamette Valley; and
    - About 30 to 50 call center jobs.
- Sunshine Produce:
    - Chinese company processing pumpkin seeds;
    - Diversifying their supply chain;
    - Pleased with the pumpkin growth in the region; and
    - Require 32-foot clearance buildings.
- City of Silverton:
    - Create a business retention expansion program; and
    - Working with Willamette Workforce Partnership.
- Latino Microenterprise Development Program:
    - Planning next Marion County cohort.
- Launch Mid-Valley Regional Innovation Hub:
    - Business Oregon awarded $270,000;
    - Launch Mid-Valley Coffee Clubs;
    - Funded a Navigator position;
    - Pitch Willamette event; and
    - Food and beverage pop-up marketplace.
- North Marion Business Service Alliance:
    - Heavily involved with Woodburn;
    - Identifying what services business need help with; and
    - Business Retention and Expansion (BRE) survey.
- AgTech Roundtable with SBA Administrator Guzman:
    - Panel of businesses from the region.
- Marion County has had a 160 percent increase in new business startups according to the Oregon Employment Department;
- Warehouse & Distribution Roundtable Gap Analysis:
    - Help fill jobs that are available; and
    - Presented it to Chemeketa Community College.
- SEDCOR construction project:
    - Gilbert project in the works; and
    - Collaborate with the city to go forward.
- Workforce housing employer roundtables:
    - Working with Council of Governments; and

    - Will recreate in Marion County.
- Constantly visiting businesses;
- Visit various committee meetings because of collaborations;
- There are various events happening in the next couple months; and
- Want the region to be known as the following:
    - A great place to start and grow a business;
    - An equitable and inclusive business community; and
    - A region with strengths in agriculture, food production, manufacturing and technology.

***Board discussion:***

- Commissioner Bethell stated the following:
    - Marion County gave covid relief funds to county business for relief;
    - Businesses became more interested in working in Marion County;
    - Marion County works hard to keep businesses going; and
    - Interested in the workforce housing roundtables.
- Commissioner Willis stated the following:
    - The covid crisis was tense and the board realized funds had to be distributed;
    - About 800 applications were received and Jan Fritz agreed to help;
    - The board's office worked together to help everyone; and
    - Businesses needed the help to stay open.

*(Video Time 00:51:54)*

**CONSENT**

CLERKS OFFICE

3. Approve Amendment #2 to the Contract for Services with Lynx Group, Inc., to add $216,000 for a new not-to-exceed contract total of $716,000, and extend the term date to December 31, 2025, for ballot printing services for Marion County's 2024 general elections and anticipated elections in 2025.

**MOTION:** Commissioner Bethell moved for approval of the consent agenda. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:52:57)*

**ACTION**

HEALTH AND HUMAN SERVICES

4. Consider approval of Amendment #2 to the Contract for Services with Caroline Grady Castillo to add $100,000 for a new not-to-exceed contract total of $800,000 to provide medical director services for Marion County's Public Health Program and serve as a health officer through December 31, 2025. –Wendy Zieker

***Summary of presentation:***

- Dr. Castillo is working on a couple population-based health initiatives as well as her other duties.

***Board discussion:***

- None.

> **MOTION:** Commissioner Willis moved to approve Amendment #2 to the Contract for Services with Caroline Grady Castillo to add $100,000 for a new not-to-exceed contract total of $800,000 to provide medical director services for Marion County's Public Health Program and serve as a health officer through December 31, 2025. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:54:46)*

5. Consider approval of Amendment #12 to the incoming funds Intergovernmental Agreement with the Oregon Health Authority (OHA) to add $255,833.46 for the following Program Elements (PE), for a new contract total of $16,191,083.95, effective August 1, 2024, through June 30, 2025:

- PE07, HIV Prevention Services, in the amount of $151,971.46; and
- PE43-01, Public Health Practice (PHP) – Immunization Services, in the amount of $103,862.

–Wendy Zieker

***Summary of presentation:***

- The original contract was budgeted for one month:
  - This change reflects a full year which is in line with what the Oregon Health Authority (OHA) awarded Marion County.

***Board discussion:***

- The contract was discussed in detail at a prior meeting.

**Motion:** Commissioner Bethell moved to approve Amendment #12 to the incoming funds Intergovernmental Agreement with the Oregon Health Authority (OHA) to add $255,833.46 for the following Program Elements (PE), for a new contract total of $16,191,083.95, effective August 1, 2024, through June 30, 2025: PE07, HIV Prevention Services, in the amount of $151,971.46; and PE43-01, Public Health Practice (PHP) – Immunization Services, in the amount of $103.862. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:57:06)*

PUBLIC WORKS

6. Consider approval of the Purchase and Sale Agreement between Marion County and Donna J. Berning, Trustee of the Lucas Joint Revocable Living Trust, and Scott J. Baughman and Shelley J. Baughman, that utilizes federal American Rescue Plan Act (ARPA) funding in the amount of $1,639,000, for the purchase of a 12.25-acre portion of Tax Lot 09S03E32 00100, located in Linn County, Oregon, for the North Santiam Canyon Sewer Project. –Chris Einmo

***Summary of presentation:***

- Negotiated with the landowners to divide their land into four pieces:
  - The Mill City wastewater treatment facility and access road will use two portions.
- The project will be 100 percent funded with federal American Rescue Plan Act (ARPA) funds;
- Part of an agreement signed with Business Oregon;
- Marion County will construct the facility and Mill City will own and run it;
- Facility will serve Gates and Mill City;
- About 20 to 25 sites were assessed:
  - Between Mill City and Gates;
  - There were five candidates;
  - Shallow test pits and percolation was done;
  - Deep soil drilling and groundwater monitoring was done; and
  - Sites further from the river were non-viable because of subsurface characteristics.
- The site is on Fairview Street;
- All facility components and expansion opportunities are in one place;
- Trees will surround the facility;
- The facility will be about 10 acres;
- About two acres will be given to Linn County as a right-of-way:
  - They will vacate existing Fairview right-of-way to be part of the site.
- Fairview Street alignment will be done to city and county standards;
- The new street will provide access and wet/dry utilities to the facility;
- Soil testing was performed on multiple sites; and
- The purchase timeline entails the following:
  - As soon as land is purchased there will be immediate site access;

- NEPA clearance and hydrogeological testing will continue;
- County to purchase and take possession within 45 days;
- Develop Fairview Street in early spring of 2025; and
- Site civil development around May or June of 2025.

***Board discussion:***

- Taking major equipment through the road needs to be avoided and give the least amount of disruptions; and
- Each road to the site will go past homeowners and it can't really be avoided.

**MOTION:** Commissioner Willis moved to approve the Purchase and Sale Agreement between Marion County and Donna J. Berning, Trustee of the Lucas Joint Revocable Living Trust, and Scott J. Baughman and Shelley J. Baughman, that utilizes federal American Rescue Plan Act (ARPA) funding in the amount of $1,639,000, for the purchase of a 12.25-acre portion of Tax Lot 09S03E32 00100, located in Linn County, Oregon, for the North Santiam Canyon Sewer Project. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 01:09:22)*

**PUBLIC HEARINGS**
**9:30 A.M.**

COMMUNITY SERVICES

A. Public hearing to consider Substantial Amendment #1 to the fiscal year 2022-2023 Annual Action Plan under the federal Community Development Block Grant (CDBG) and the HOME Investment Partnerships programs to reallocate funds from projects that have been canceled. – Steve Dickey

***Summary of presentation:***

- Any new action plan activity or cancelled activity requires a public hearing;
- There is a 30-day public comment period before the public hearing date:
  - No public comment was received.
- No one signed up for public comment;
- Change to the action plan include:
  - Removing $150,000 from Habitat for Humanity as a new source was found;
  - Removing $406,957 from Mill City's housing project as it did not take place;
  - Adding $250,000 to the homebuyer assistance program;
  - Adding $207,636 for the Mt. Angel Street Improvement project; and
  - Adding $199,321 for the homeowner rehabilitation program.

***Board discussion:***

- Amendment #1 was discussed in detail at a prior meeting; and

- This renewal process for the action plan is beginning next year.

Commissioner Cameron closed the public hearing.

*(Video Time 01:12:22)*

**ACTION**

COMMUNITY SERVICES

7. Consider a resolution approving Substantial Amendment #1 to the fiscal year 2022-2023 Annual Action Plan under the federal Community Development Block Grant (CDBG) and the HOME Investment Partnerships programs to reallocate funds from projects that have been canceled. **(TO BE ACTED ON FOLLOWING THE PUBLIC HEARING)** –Steve Dickey

> **MOTION:** Commissioner Bethell moved to approve a resolution approving Substantial Amendment #1 to the fiscal year 2022-2023 Annual Action Plan under the federal Community Development Block Grant (CDBG) and the HOME Investment Partnerships programs to reallocate funds from projects that have been canceled. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 01:23:40)*

Commissioner Cameron adjourned the meeting at 10:27 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

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BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, November 6, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Jan Fritz, chief administrative officer, Steve Elzinga and Scott Norris as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:00 a.m.
Commissioner Willis arrived at 9:09 a.m.

*(Video Time 00:05:48)*

## PROCLAMATION

BOARD OF COMMISSIONERS – Action

1. Consider approval of a proclamation recognizing Marion County as a Purple Heart County and declaring November 6, 2024, through November 11, 2024, as Green Light for Veterans week in Marion County. –Alvin Klausen

***Summary of presentation:***

- Marion County is grateful to its 19,000 veterans and the sacrifices that they made;
- Honored of Marion County employees that are veterans and continue to give back to the community;
- The county supports veterans by collaborating with partners that help veterans; and
- This is a time of remembrance and appreciation.

***Board discussion:***

- Commissioner Cameron stated the following:
  - What veterans have done for this nation is amazing; and
  - He joined service into politics to give back to the citizens and the nation.
- Commissioner Bethell stated the following:
  - Veteran's housing, like Courtney's Place, is something that needs to continue to happen in the community;
  - Thankful to everyone that made it happen; and
  - Everyone can participate by thanking a veteran and changing their lights to green for the month of November.

**MOTION:** Commissioner Bethell moved to approve a proclamation recognizing Marion County as a Purple Heart County and declaring November 6, 2024, through November 11, 2024, as Green Light for Veterans week in Marion County. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

The commissioners read the proclamation.

*(Video Time 00:22:01)*

## PUBLIC COMMENT

None.

*(Video Time 00:22:04)*

## PRESENTATION

2. 2024 Project Joy Fundraiser kickoff. –Kathy Bolen and Erin Hampton, Project Joy

***Summary of presentation:***

- The fundraiser kicks off on November 18, 2024, until December 6, 2024;
- There has been an increase in the number of youths in the foster care system;
- In the year 2023:
    - There were 495 kids in foster care;
    - 62 percent are under the age of 12; and
    - The average stay is 18 months.
- There is no extra funding to provide kids gifts for Christmas and Project Joy helps fill this gap;
- Last year Marion County employees provided the following:
    - Helped 61 families and 178 kids;
    - Gave 362 gifts; and
    - Provided $8,865.
- Gifts will be collected on December 9 and 10;
- Donations can be sent to 555 Court Street NE Suits 4250 Salem, OR 97309;
- Currently 615 kids submitted applications to receive a gift;
- The Brother's Collection is taking place December 8, 2024;
- An after-school event took place with the Marion County Sheriff's Office participating:
    - Teens and deputies enjoyed hamburgers together.
- There are a lot more children with disabilities that are participating; and
- Project Joy appreciates the county and Ms. Bolen's help.

***Board discussion:***

- Working with local and state partners to ensure that the time youth spend in foster care is shortened;
- Reuniting families is something the county helps to do;
- There is a high need for resource families;
- Individuals can also give foster families breaks by taking care of foster kids for the weekend;
- Project Joy works with the Oregon Department of Human Services (DHS) and will begin working with Oregon Resource Family Alliance;
- Recently found out what the needs of DHS are and was able to meet some of them:
    - Helped to ensure that kids come into foster homes with essential items such as toiletries.
- There are local youth that have aged out of foster care that live on the street:
    - Punks with a Purpose helps youth navigate resource centers; and
    - Project Joy may want to partner with them.

*(Video Time 00:40:53)*

**CONSENT**

PUBLIC WORKS

3. Receive the hearings officer's decision denying Conditional Use (CU) Case #24-005/Hector Fregoso.

4. Receive the hearings officer's decision approving Administrative Review (AR) Case #24-012/Glen W. and Marjorie Morley Revocable Trust.

***Scott Norris served as legal counsel on this matter since Steve Elzinga recused himself.**

5. Approve Amendment #1 to the Contract for Services with Ash Creek Forest Management, LLC, to add $601,955 of which an estimated $582,500 will utilize Oregon Watershed Enhancement Board (OWEB) grant funding and an estimated $19,455 will utilize county funding for a new contract total of $1,391,955 for herbicide treatment, seeding, and the supply and planting of trees and shrubs for wildfire impacted county parks and road right-of-way through January 31, 2026.

> **MOTION:** Commissioner Willis moved for approval of the consent agenda. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:42:08)*

**ACTION**

COMMUNITY SERVICES

6. Consider approval of the Subrecipient Agreement with The Church at the Park to provide $250,000 in Community Development Block Grant (CDBG) funding to support the purchase of commercial kitchen equipment and a meal delivery vehicle retroactive to July 1, 2024, through June 30, 2027. –Steve Dickey

***Summary of presentation:***

- This will help centralize the production of their meal services that is provided throughout Salem and Keizer; and
- There funds were part of the Annual Action Plan.

***Board discussion:***

- Commissioner Cameron declared a potential conflict of interest due an equipment donation.

> **MOTION:** Commissioner Bethell moved to approve the Subrecipient Agreement with The Church at the Park to provide $250,000 in Community Development Block Grant (CDBG) funding to support the purchase of commercial kitchen equipment and a meal delivery vehicle retroactive to July 1, 2024, through June 30, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:00:00)*

7. Consider approval of the Subrecipient Agreement with Crossroads Communities to provide $175,000 in HOME-ARP (American Rescue Plan) funding for staffing and administrative expenses to provide service connections and support to vulnerable rural households retroactive to July 1, 2024, through June 30, 2029. –Steve Dickey

***Summary of presentation:***

- This will help expand already provided services into Marion County;
- They work in primarily rural areas with individuals that are homeless or at risk of homelessness;
- They connect existing resources, find and bridge gaps; and
- An office has been located in Sublimity and staff has been hired.

***Board discussion:***

- None.

**Motion:** Commissioner Willis move to approve the Subrecipient Agreement with Crossroads Communities to provide $175,000 in HOME-ARP (American Rescue Plan) funding for staffing and administrative expenses to provide service connections and support to vulnerable rural households retroactive to July 1, 2024, through June 30, 2029. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:46:19)*

8. Consider approval of the Subrecipient Agreement with Silverton Area Community Aid (SACA) to provide $250,000 in Community Development Block Grant (CDBG) funding to assist in the rehabilitation and renovation of the Silverton Area Community Aid property for a social services hub retroactive to July 1, 2024, through June 30, 2027. –Steve Dickey

***Summary of presentation:***

- They have provided services for multiple years in the Silverton area;
- Currently they are located in the basement of the community center;
- They have purchased a building in Silverton, that is being renovated:
    - It will have a food pantry, meeting locations, resource office spaces.
- The project has begun, this fund with various other funds will help finish it.

***Board discussion:***

- There is a 15 percent gap in funding;
- There are six categories of funding for the project:
    - Secured, anticipated, solicited, planned, and in-kind funds.
- There is $3.22 million of the funds secured:
    - Remaining funds will come from applied for grants which will have decisions in the next three months;
    - Planned funds are from pledges, donations; and
    - In-kind funds are for the services of the architects and contractors.
- They need about $1 million more;
- The facility will be used in portions as renovations are completed;
- The building currently has two tenants at this time who pay rent; and
- The location is centrally located and is close the following cities:
    - Silverton
    - Mt. Angel; and
    - Scotts Mills.

**MOTION:** Commissioner Bethell moved to approve the Subrecipient Agreement with Silverton Area Community Aid (SACA) to provide $250,000 in Community Development Block Grant (CDBG) funding to assist in the rehabilitation and renovation of the Silverton Area Community Aid property for a social services hub retroactive to July 1, 2024, through June 30, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:53:40)*

PUBLIC WORKS

9. Consider approval of an order to establish a temporary speed zone on a portion of Ehlen Road located between the cities of Aurora and Donald at the Interstate 5 Interchange through November 2027. –Ryan Crowther

***Summary of presentation:***

- The zone would be reduced from 35 miles an hour to 25 miles an hour;
- The 55 miles an hour section would be reduced to 40 miles an hour;
- Construction will be completed in November 2027:
    - Speed zones will go back to their original miles after construction completion.

***Board discussion:***

- This project needed to be done for a very long time.

**MOTION:** Commissioner Willis moved to approve an order to establish a temporary speed zone on a portion of Ehlen Road located between the cities of Aurora and Donald at the Interstate 5 Interchange through November 2027. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:56:10)*

10. Consider approval of Early Work Amendment #2 to the Construction Manager/General Contractor Agreement with Slayden Constructors, Inc. to add $1,621,567 in American Rescue Plan Act (ARPA) funding for a new contract total of $2,100,044 for the purchase of essential wastewater treatment plant equipment for the North Santiam Canyon Sewer Project (NSCSP) through December 31, 2026. –Chris Einmo

***Summary of presentation:***

- This is for the early procurement of main components of the treatment plant;
- It will use a biological reactor to treat and clean wastewater before it is released:
    - Only a few manufacturers make this.
- The CM/GC put out bids based on the specifications of the engineers;
- Evaluations were done to assess costs, overall impact costs, control lifelong costs, and ability to meet permitting challenges;

- Lead times are long and can be over a year;
- An up-flow moving bed filter is included in the contract; and
- The plant will be built around the components to be purchased.

***Board discussion:***

- The scoring matrix was placed before the contract review board last summer.

> **MOTION:** Commissioner Bethell moved to approve an Early Work Amendment #2 to the Construction Manager/General Contractor Agreement with Slayden Constructors, Inc. to add $1,621,567 in American Rescue Plan Act (ARPA) funding for a new contract total of $2,100,044 for the purchase of essential wastewater treatment plant equipment for the North Santiam Canyon Sewer Project (NSCSP) through December 31, 2026. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 01:01:16)*

11. Consider an appeal of the hearings officer's decision denying Conditional Use (CU) Case #24-006/Joy Blackman Revocable Trust. –John Speckman

***Summary of presentation:***

- The permit was applied for to establish a non-farm dwelling on a 5.98 acre located in the 3300 block of Little Haven Lane South;
- The hearing's officer held a publicly noticed hearing on May 2, 2024:
  - The application was denied on July 30, 2024, because a variance would be required for Marion County Code 17.110.800 to allow more than four dwellings to be accessed off the private road; and
  - The decision was appealed by the applicant.
- The board held a noticed public hearing on October 16, 2024:
  - The record was held open until November 6, 2024.
- Comments were received between that time period; and
- Evidence that the parcel was created prior to 1977 was not found.

***Board discussion:***

- Commissioner Cameron noted for the record that the public hearing was closed;
- The county has always interpreted the code that if there are two roads next to a property the property is not counted as a property being served:
  - Those against the appellant say this is not practical.
- An engineer stated that the applicant needs a vision easement from the property owner as the area is not safe;
- The hearing's officer thought practicality is required;
- The presumption is access onto a public street is possible as a last resort;
- This is not considered a high traffic area;

- The location and terrain of the easement was stated to be impractical;
- If approved the applicant can improve the easement by gravel or pavement up to their property:
    - An access easement will be needed; and
    - Then it will be reviewed by Marion County Public Works.
- Access review is part of the building permitting process;
- Upholding Marion County Planning Department's decision will allow for an additional home to be added to the easement:
    - Additional homes can apply for a variance; and
    - Must show that impact to the neighborhood and roadway would be small.
- An easement was filed in 1971; and
- Other properties were noticed that the existing property will go over their property to get to their own property.

**MOTION:** Commissioner Bethell moved to overturn the hearings officer's decision and uphold the planning departments decision. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 01:27:21)*

**PUBLIC HEARINGS**
**9:30 A.M.**

None.

Commissioner Cameron adjourned the meeting at 10:28 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

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BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, November 13, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron and Commissioner Danielle Bethell. Also present were Jan Fritz, chief administrative officer, Steve Elzinga as county counsel, and Brenda Koenig as recorder.

ABSENT: Commissioner Colm Willis

Commissioner Cameron called the meeting to order at 9:02 a.m.

*(Video Time 00:03:55)*

**PUBLIC COMMENT**

None.

*(Video Time 00:03:59)*

**CONSENT**

BOARD OF COMMISSIONERS
Board Committee Appointment – Budget Committee

1. Approve an order appointing David Kinney to the Marion County Budget Committee with a term ending June 30, 2027.

HUMAN RESOURCES

2. Approve the recommendation to update the classification, adjust the pay grade upward for class code #206, Assistant Director of Juvenile Department, and retitle to Juvenile Deputy Director; update the classification, adjust the pay grade upward for class code #227, Assistant Juvenile Supervisor, and retitle to Juvenile Assistant Program Supervisor; update the classification, uphold the pay grade for class code #225, Juvenile Detention Supervisor, and retitle to Juvenile Detention Manager; and update the classification and uphold the pay grade for class code #230, Juvenile Program Supervisor.

TAX OFFICE

3. Approve an order for a property tax refund in the amount of $23,233.63 for Gene R. Oster, tax account 516760.

**MOTION:** Commissioner Bethell moved for approval of the consent agenda. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:02:54)*

**ACTION**

BOARD OF COMMISSIONERS

4. Consider approval of Amendment #1 to two Memorandums Of Understanding (MOU) with Marion County Public Works to reallocate American Rescue Plan Act (ARPA) funding for the following two projects through December 31, 2026:

- Decrease funding in the amount of $4,500,000 for the Brooks Community Service District (BCSD) Wastewater System Improvement Project for a new MOU total of $500,000; and
- Increase funding in the amount of $4,500,000 for the Brooks Community Service District (BCSD) Drinking Water System Improvement Project for a new MOU total of $14,348,000.

–Brian Nicholas

***Summary of presentation:***

- In 2023 the board awarded the county with American Rescue Plan Act (ARPA) funds for two projects for the City of Brooks Community Service District:
  - Phase one improvements to the City of Brooks sewer system; and
  - Phase one construction of a new water supply system.
- Master plans were completed for both projects:
  - It was determined that it would be more beneficial to transfer sewer system funds into the water system project.
- This would complete phase one of the water project:
  - This project has a greater need.
- Minor improvements will be done to the sewer system; and
- Both projects are on track to be completed in 2026.

***Board discussion:***

- None.

**MOTION:** Commissioner Bethell moved to approve Amendment #1 to two Memorandums Of Understanding (MOU) with Marion County Public Works to reallocate American Rescue Plan Act (ARPA) funding for the following two projects through December 31, 2026:
Decrease funding in the amount of $4,500,000 for the Brooks Community Service District (BCSD) Wastewater System Improvement Project for a new MOU total of $500,000; and
Increase funding in the amount of $4,500,000 for the Brooks Community Service District (BCSD) Drinking Water System Improvement Project for a new MOU total of $14,348,000.
Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:05:53)*

Commissioner Cameron requested unanimous consent to move to item #6 on the Board Session Agenda.

*(Video Time 00:10:49)*

BUSINESS SERVICES

5. Consider approval of the Public Improvement Agreement with Garland DBS, Inc. in the amount of $194,806 for the removal of skylights and a roof replacement at the Marion County Public Works Building #13 through June 30, 2025. –Terry Stoner and Wesley Miller

***Summary of presentation:***

- A Capital Improvement Project has been approved to replace the roof on building 13 on the Marion County Public Works campus;
- The skylights on the roof have been leaking for an extended period of time;
- The entire roof will be replaced, and the skylights will be discarded;
- The previous skylights were incorrectly installed;
- The entire roof will be dismantled and replaced with a newly expanded structural panel;
- There will be no skylights on the replaced roof;
- Insulation will be replaced;
- The replaced roof will have a 30-year warranty; and
- This is the roof of the shop in an area where trucks park.

***Board discussion:***

- The structure does not need any new lighting;
- Trucks park on one side of the structure so there is very little activity;
- The other side of the structure contains archived material and is well lit; and
- The structure is not part of the main building.

**Motion:** Commissioner Bethell move to approve the Public Improvement Agreement with Garland DBS, Inc. in the amount of $194,806 for the removal of skylights and a roof replacement at the Marion County Public Works Building #13 through June 30, 2025. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:06:00)*

PUBLIC WORKS

6. Consider approval of the Contract for Services with Coastal Forest Products, dba, Highway Fuel Company in the not-to-exceed amount of $350,000 for the acceptance of yard debris materials collected from the Salem-Keizer Recycling and Transfer Station (SKRTS) and the North Marion Recycling and Transfer Station (NMRTS) through October 31, 2027.
–Andrew Johnson

***Summary of presentation:***

- Yard debris collected from the public at Salem-Keizer Recycling and Transfer Station (SKRTS) and the North Marion Recycling and Transfer Station (NMRTS) goes to the Brown's Island compost facility;
- During the winter months Brown's Island is hard to access because of the high water:
    - There was also road damage causing a six-month closure.
- The contract is a long-term back-up plan for when Brown's Island is not accessible:
    - Another company can haul the yard debris from the transfer stations.

***Board discussion:***

- None.

**MOTION:** Commissioner Bethell moved to approve the Contract for Services with Coastal Forest Products, dba, Highway Fuel Company in the not-to-exceed amount of $350,000 for the acceptance of yard debris materials collected from the Salem-Keizer Recycling and Transfer Station (SKRTS) and the North Marion Recycling and Transfer Station (NMRTS) through October 31, 2027. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:08:37)*

Technical difficulties. Commissioner Cameron moved to item #4 on the agenda to allow time to address the issue.

*(Video Time 00:14:19)*

7. Consider approval of Amendment #1 to the Contract for Services with Tait North America Inc. to add $12,346,144 in American Rescue Plan Act (ARPA) funds for a new contract total of $12,506,276 to provide design, supply, installation, commissioning, and technical support for the Marion County Public Safety Radio Communications System Project through June 30, 2026. –Brian Nicholas

***Summary of presentation:***

- Marion County operates multiple radio networks:
  - A two channel Very High Frequency (VHF) system utilized by the Marion County Sheriff's Office (MCSO);
  - A one channel Ultra High Frequency (UHF) system utilized by Marion County Public Works (MCPW) for daily operations; and
  - The two radio systems combined occupy 14 different broadcast and receive sites around Marion County:
    - Seven send and receive sites are for the MCSO;
    - Seven receive only sites are available to fill in coverage gaps; and
    - MCPW has two antennas.
- Staff are proposing to migrate to five channel trunked radio system:
  - The current two channel system does not meet the needs of the MCSO.
- Trunked radio systems provide for the following:
  - Increased capacity that can serve all first responder agencies; and
  - One VHF system will be maintained as a technical channel.
- Staff anticipate moving away from some radio sites to new radio sites;
- Coverage will be more evenly spread around the county to eliminate coverage issues that the current system has;
- There is a large list of prospective user agencies including members of Metcom 911;
- Public safety radio communications within the county will improve;
- The project timeline entails the following:
  - In February 2022, the board awarded ARPA funds for the project;
  - A technical specification was developed that describes what a radio vendor will need to provide to meet the county's needs;
  - Discussion with prospective users occurred between February of 2022, and October of 2023 to determine needs;
  - In October 2023 a Request for Proposal (RFP) was issued for a radio vendor;
  - In March 2024 the proposal process opened:
    - The county received five proposals.
  - In June 2024 Tait North America Inc. was selected as the preferred vendor;
  - In August 2024 a contract was executed;
  - In July 2025 factory acceptance testing will occur;
  - In February 2026 the system will be deployed out to the radio sites and then optimized; and
  - October 2026 will be the system migration.

- The contract scope entails the following:
    - Tait North America Inc. will provide the following:
        - A five channel, trunked Land Mobile Radio (LMR) System;
        - An Aviat Digital IP Backhaul Data System;
        - A Scout EX Dispatch Console System:
            - Metcom's 911 current system is not P25 compliant;
            - The new system will be P25 compliant; and
            - The contractor will install:
                - Nine new 911 dispatch console seats at Metcom's 911 primary dispatch center;
                - Five console seats at the Santiam Communication Center; and
                - Three console seats at MCPW.
        - An Eltek DC Power System;
        - The installation of 557 dual band radios;
        - An estimated 1,233 portable radios;
        - Provide all engineering, design, testing, and installation processes; and
        - Three years of factory support to allow for a transition time to run and manage the system.
- The financial summary entails the following:
    - Tait North America, Inc.:
        - The original contract is for $160,132;
        - Amendment #1 adds funds in the amount of $12,346,144; and
        - The new contract total is $ 12,506,276.
    - Other project components include:
        - Consultant services for $2,218,675;
        - Civil site improvements for $4,500,000;
        - Tower climbing services for $500,000; and
        - A three percent contingency is $880,064.
    - The total project estimate is $20,605,015.
- The board is considering Amendment #1 to the contract today; and
- Amendment #1 is for $12,506,276.

***Board discussion:***

- Mobile radios are installed in vehicles and portable radios are worn by emergency personnel;
- The project will not be completed until 2026;
- The radios being utilized will be the most current and will be functional in 2026;
- A seat is defined as a workstation;
- Improvements are needed at the radio sites;
- Funding sources for the project include:
    - Marion County Public Works road funds;

    - American Rescue Plan Act (ARPA) funding;
    - Congressionally directed spending of $1.2 million; and
    - Agencies that will utilize the system.
- This is an important project for the community in terms of public safety and emergency response;
- The City of Salem's system already uses P25 compliant radios:
    - Agencies will be able to connect with each other; and
    - There will be different preprogramed talk groups for different types of work.
- The funding dollars will help with cross collaboration:
    - Response will be better and cleaner.
- The board will be provided with information on how each group or category is funded; and
- Commissioner Bethell expressed her appreciation to former United States Representative Kurt Schrader and current Oregon State Senator Fred Girod for their support and assistance in getting some funding for the project.

> **MOTION:** Commissioner Bethell moved to approve Amendment #1 to the Contract for Services with Tait North America Inc. to add $12,346,144 in American Rescue Plan Act (ARPA) funds for a new contract total of $12,506,276 to provide design, supply, installation, commissioning, and technical support for the Marion County Public Safety Radio Communications System Project through June 30, 2026. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:39:03)*

***Recess as Board of Commissioners.***
***Convene as Contract Review Board.***

**CONTRACT REVIEW BOARD**
**ACTION**

HUMAN RESOURCES

1. Consider approval of an order denying a protest to the approved Special Procurement to allow Human Resources to directly award a contract for the Absorb Enterprise Learning Management System. –Jeff White

***Summary of presentation:***

- The county is in the process of looking for a new Enterprise Resource Planning (ERP) system:
- The county would like to obtain different modules for some of the following:
    - Payroll;
    - General ledger; and
    - Learning management:

        - It is unknown what the options will be until the proposals are received and a vendor is selected.
- The county's current contract for the learning management system has expired;
- In October the board approved a Special Procurement process that allows the county to keep the current system until more information is received;
- A Special Procurement requires public notice:
    - A protest was received requesting an open and competitive process; and
    - The protest expressed that they could provide the same service.
- The ERP system has not progressed enough to know what is needed for all components to work as one integrated system;
- Staff recommended denying the protest and allowing the ERP process to move forward; and
- The county is not ready to perform a Request For Proposal (RFP) process for the learning management system at this time but may do so in the future.

***Board discussion:***

- The contract that was awarded was for up to two years;
- The ERP process is extensive;
- The county performs an RFP or Open Procurement process the majority of the time:
    - Contracts have been modified to be three year terms, with options to extend; and
    - This allows other companies to be involved.
- It is in the best interest of the taxpayers to perform a short contract extension for the early learning management system;
- Going through an RFP process now would be lengthy for a temporary transition;
- Packages may be decided later after the county's needs are assessed;
- It can be a waste of money and time to perform another process; and
- It would impact employee trainings.

> **MOTION:** Commissioner Bethell moved to approve an order denying a protest to the approved Special Procurement to allow Human Resources to directly award a contract for the Absorb Enterprise Learning Management System. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

***Adjourn as Contract Review Board.***
***Reconvene as Board of Commissioners.***

*(Video Time 00:44:50)*

The commissioners welcomed new employee Toni Whitler to the Board of Commissioners Office.

*(Video Time 00:47:11)*

Commissioner Bethell recognized an organization for veterans:

- Stay Alive Vets (SAB) invests in activities and opportunities for veterans who are navigating life challenges;
- The organization works to reduce veteran suicides;
- She encouraged individuals to support the organization that helps veterans;
- Veterans can be overlooked; and
- Veterans can face benefit challenges.

**PUBLIC HEARINGS**
**9:30 A.M.**

None.

Commissioner Cameron adjourned the meeting at 9:50 a.m.

CHAIR

COMMISSIONER

Not Present At Meeting

COMMISSIONER

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MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**December 3, 2024. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Kevin Cameron, Danielle Bethell, and Colm Willis.
**Board's Office:** Matt Lawyer, Chad Ball, Chris Eppley, Alvin Klausen, Toni Whitler, Shawnnell Fuentes, and Trevor Lane.
**Legal Counsel:** Steve Elzinga.
**Public Works:** Max Hepburn, Lani Radtke, Kevin Thompson, and Brian Nicholas.
**Health and Human Services:** Karin Perkins, and Katrina Griffith.
**IT**: Steve Brooks, and Gary Christofferson.
**Community Services:** Kellie Weese, and Steve Dickey.
**Human Resources:** Sherry Linter.

Kevin Cameron called the meeting to order at 9:30 a.m.

INFORMATIONAL:

**1. Contract with Applichat Limited for Digital Marketing Recruitment**
-Katrina Griffith
***Summary of Presentation:***
- The contract includes cyber liability coverage, which was a point of negotiation.
- The contract is up to $75,000:
  - Funded by behavioral health workforce incentive funds.
- Place on the consent agenda.

**2. Intellectual and Development Disabilities Advisory Committee (IDDAC) Re-Appointment of Daniel Atsbaha**
-Karin Perkins
***Summary of Presentation:***
- Mr. Atsbaha has been a member of IDDAC since 2021.
- Mr. Atsbaha brings a unique perspective as a provider and family member of an individual with intellectual disabilities.
- The commissioners agree to reappoint Danielle to IDDAC.

**3. Purchase Order for Network Infrastructure Maintenance for FY 24/25**
-Steve Brooks
***Summary of Presentation:***
- This is for software maintenance.
- This will be funded by the Capital Improvement Plan (CIP) budget.
- Placed on the consent agenda.

**4. Purchase Order for IT Network Hardware, License, and Support**
-Steve Brooks
***Summary of Presentation:***
- This is for hardware that is $352,000.
- This will be funded by the Capital Improvement Plan (CIP) budget and is approved for equipment replacement
- Placed on the consent agenda

**5. Contract with Soaring Heights for Funding to Purchase Property for Transitional Housing**
-Steve Dickey
***Summary of Presentation:***
- Transitional housing for individuals recovering from substance abuse addiction.
- This is funded with opioid settlement funds and is scheduled for approval on December 18.
- The budget is $450,000.
- The commissioners agree to move the approval to December 11 to expedite the process.

**6. Contract with Santiam Memorial Hospital for Funding for the Santiam Resiliency Center**
-Steve Dickey
***Summary of Presentation:***
- The center will serve the Santiam canyon area.
- The project sponsor is seeking $250,000 in Community Development Block Grant (CDBG) funds that will support pre-construction costs.
- The commissioners are concerned about the funding and timeline and agree to postpone the approval until more information is gathered.

**7. Contract with Knife River for Parkdale Park Improvements**
-Kevin Thompson
***Summary of Presentation:***
- Construction contract with Knife River for the Parkdale Park project, with a bid of $353,770.
- Project funded by the American Rescue Plan Act (ARPA) and local government grants, with no county funds used.
- The commissioners discuss the potential for leftover funding and the need for a construction contingency.

**8. Proposed Board Order for Secondary Access Requests**
-Max Hepburn
***Summary of Presentation:***
- Changes include allowing for loop driveway provisions and modifying the director's discretion to be consistent with engineering standards language.
- Also included is an appeal process to the board if an individual disagrees with the determination for their driveway request.
- Item will come to board session on December 18, 2024.

**9. Transportation Safety Action Plan Performance Measures**
-Lani Radtke

***Summary of Presentation:***

- The TSAP performance measures include output and outcome measures for safety projects.
- Discussed the inclusion of pedestrian infrastructure and the need for robust data collection.
- Agree to remove bicycle infrastructure from the performance measures and add pedestrian crossings.
- Required to demonstrate implementation of the plan.

**10. Rumble Strip Projects**

-Lani Radtke

***Summary of Presentation:***

- Rumble strips and sinusoidal strips for safety enhancements on various roads.
- The board is concerned about rumble strip effectiveness and potential pavement impact.
- Schedule a work session to discuss rumble strips data and recommendations.

**11. Surveyor Office Fee**

-Lani Radtke

***Summary of Presentation:***

- Discussed financial impact and the need for a long-term plan for fee adjustments.
- The board agree to go forward with the fee adjustments and monitor the impact on the Surveyor's Office.

**12. Oregon Department of Transportation (ODOT) Transportation Safety Office Grant Agreement**

-Ryan Crowther

***Summary of Presentation:***

- Grant received from ODOT and the National Highway Transportation Safety Association.
- The grant provides $399,000 in funding to focus on safety work, including finishing, implementing, conducting more outreach and education on the TSAP.
- Concerns about the "Safely Home" program component and request more information before moving forward.
- The grant IGA will be on the consent agenda for the next board session.

**13. Amendment #1 for Hayesville Dr. Project, for Funding**

-Ryan Crowther

***Summary of Presentation:***

- This project is coming to an end.
- Discussed an amendment to shift funding from the Surface Transportation Block Grant account to the Hayesville Drive project.
- This allows the county to use federal funds for the project instead of county funds.
- The commissioners approve moving this amendment to the board session.

**14. Contract with Alpha Environmental Services, Inc. for Fargo Sewer Collection System**

-Ryan Crowther

***Summary of Presentation:***

- Project to reduce groundwater infiltration into the Fargo sewer system.

- Funded with ARPA funds.
- Discussed potentially reallocating $220,000 from this project to another project.
- Track where the $220,000 was reallocated to.
- The board agrees for this contract to be on the December 18th board session agenda.

**15. Amendment #1 with Cushing Civil Engineers for Radio Project Services**
-Brian Nicholas
***Summary of Presentation:***
- This will include additional tasks, corrects typos and adds the Marion County Jail radio system integration
- Discussed the cost and need for ongoing negotiations with the sheriff's office, Medcom and other partners.
- Work includes tying existing jail radio system into the new sheriff's radio system.
- The commissioners approve moving this amendment forward.

**16. Federal Agenda Draft Review**
-Alvin Klausen
***Summary of Presentation:***
- N/A

**17. Board Session Agenda**
-Commissioner Cameron
- N/A

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE
**Commissioner Danielle Bethell**
- N/A

**Commissioner Kevin Cameron**
- N/A

**Commissioner Colm Willis**
- N/A

OTHER
**ARPA Funds and Contract Obligations**
**-**Jeff White
- When funds were first available, there was lack of clarity around obligation requirements.
- The initial understanding was that funds needed contracts in place with their subcontractors by December 31, 2024.
- Later revisions to the ARPA rules, rule 17.7, allows more flexibility.
- The requirement is met by the county stating they will provide funds to the cities, without them needing contracts in place by December 31, 2024.
- There are four cities (Stayton, Jefferson, Hubbard, and Donald) that are struggling to meet the December 31, 2024, deadline.
- Recommend amending contracts with these cities to remove the requirement, as the obligation has already been met.

- The cities need to spend funds by 2026, but the board can set an internal deadline of June 30, 2025, for contracts placement.

**Republic Rate Increase and Franchise Fee**
-Dennis Mansfield

- Discussed the board's decision not to give Republic a rate increase and the potential impact on public perception.
- Consider imposing an additional 2% franchise fee on Republic, which would not be an allowable expense for them to pass on to customers.
- This would allow the county to generate additional revenue from Republic without directly impacting their customers' rates.
- The commissioners discussed the need to potentially adjust the county's franchise fee cap if the 2% additional fee was not sufficient to address the concerns.
- Need a solution that would not negatively impact Republic's customers while still asserting the county's position and maintaining leverage in the relationship.

**Letter of Agreement with Marion County, Bureau Land Management (BLM) and Department of Forestry**
-Kevin Cameron

- Related to a grant the county is administering for a planning process in North Fork
- The entities have all agreed to the letter of agreement.
- The board to review the agreement before signing it.
- Any challenges or changes go back to Ms. Radtke to be addressed.
- The entities are ready to sign the agreement.

**East Park Challenges**
-Kevin Cameron

- Amendment to the East Park plat.
- Originally, the plat needed the developer to build a traffic signal at Cordon Road and State Street.
- The developer requested an amendment to not be forced to build the signal.
- The board said no to the amendment and bond.
- Then proposed a $3 million cash deposit solution:
    - Developer has until July 15, 2025, to install the signal themselves.
    - If not, they pay the $3 million for the county to install it.
    - Any leftover funds from the $3 million go to the county.
    - Three proportional share payments due right after the amendment is signed.
- Potential risks of the developer not building the signal discussed
- Schedule meeting with the developer to finalize proposal.

**Adjourned** – time: 11:02 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary White

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, December 11, 2024
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Jan Fritz, chief administrative officer, Steve Elzinga as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:00 a.m.
Commissioner Willis arrived at 9:04 a.m.

*(Video Time 00:00:54)*

## PUBLIC COMMENT

David Beem:

- Mr. Beem expressed the following:
  - He is an advocate for individuals with special needs in the City of Salem;
  - He wished county employees a happy holiday; and
  - He would like the city and the county to work together on the budget.

*(Video Time 00:02:01)*

## CONSENT

HUMAN RESOURCES

1. Approve the Contract for Services with Cascade Centers, Inc., dba, Canopy Wellbeing in the not-to-exceed amount of $130,000 to provide Employee Assistance Program (EAP) services to Marion County employees effective
January 1, 2025, through December 31, 2026.

**MOTION:** Commissioner Bethell moved for approval of the consent agenda. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:02:39)*

**MOTION:** Commissioner Bethell moved to remove item number #2 under Action from the Board Session Agenda. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:03:30)*

**ACTION**

BOARD OF COMMISSIONERS

2. Consider approval of the Memorandum of Understanding with Marion County Public Works to utilize American Rescue Plan Act (ARPA) funding in the amount of $600,000 for the ARPA - Fargo Interchange Service District Sewer Collection System Improvements project through December 31, 2026. –Brian Nicholas

***Motion made and approved to remove this item from the agenda.***

*(Video Time 00:03:32)*

3. Consider approval of the Beneficiary Agreement with Hope Pregnancy Clinic to utilize American Rescue Plan Act (ARPA) funding in the amount of $749,000 through December 31, 2026, to assist with the construction of a pregnancy clinic that will provide medical services to disadvantaged women with a low-to-moderate income within Marion County. –Chris Eppley

***Summary of presentation:***

- The Beneficiary Agreement between Marion County and Hope Pregnancy Clinic is for the construction of a pregnancy clinic including:
  - Staff offices; and
  - Counseling offices.
- The clinic will provide medical services to disadvantaged individuals and families with a low-to-moderate income;
- The center will be located in a designated census track that has been identified by the United States Department of Housing and Urban Development (HUD) as meeting the low-to-moderate income requirements;
- The total project is anticipated cost is $4,383,920;
- Marion County has agreed to provide grant funding in the amount of $749,000 for the project; and
- The anticipated occupancy date is December of 2025.

***Board discussion:***

- Commissioner Bethell expressed the following:
  - The county provided funding two years prior to increase the capacity in their original clinic;

- The county also provided funding for the clinic to collaborate with Marion County Health and Human Services (MCHHS) and Catholic Community Services to provide a wraparound stabilization system of care for women navigating pregnancy;
- The funding assistance improves community health;
- Facts and data matter;
- The current facility is located in a predominantly white, low-income community, in north Salem;
- The largest population that the organization provides service to is Hispanic;
- The clinic is doing a great job with outreach and breaking down cultural barriers;
- The clinic incentivizes women to get appropriate care;
- The agreement will assist with closing the funding gap;
- The agreement expands access to services that the county provides;
- The clinic can take the funding dollars further because they have fewer restrictions; and
- The clinic's unique services will help more individuals.

- Commissioner Willis expressed the following:
  - The county supports things that work;
  - If there is no data to support, then the county does not support:
    - Programs need to work and help individuals;
    - The county may provide resources to assist; and
    - If programs do not work, then the resources need to be used somewhere else.
  - Hope Pregnancy Clinic does a good job of coordinating with Salem Health for women struggling with substance abuse:
    - Substance abuse negatively impacts babies.
  - The clinic helps women who have different life challenges.

**Motion:** Commissioner Willis moved to approve the Beneficiary Agreement with Hope Pregnancy Clinic to utilize American Rescue Plan Act (ARPA) funding in the amount of $749,000 through December 31, 2026, to assist with the construction of a pregnancy clinic that will provide medical services to disadvantaged women with a low-to-moderate income within Marion County. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:10:36)*

COMMUNITY SERVICES

4. Consider approval of the Emergent Economic Opportunity Program Agreement with Salem Baseball Club, LLC, in the amount of $300,000 to support synthetic turf and lighting improvements at Willamette University's baseball and softball stadiums with an ending term date of one year from execution –Kelli Weese

***Summary of presentation:***

- The agreement will support improvements for Willamette University's softball and baseball fields;
- Willamette University will be able to add synthetic turf fields and lights to both facilities;
- The goal is to improve the stadiums so that they can provide additional resources for the Salem-Keizer School District (SKSD):
    - High schools will be able to utilize the fields for games and tournaments.
- The grant application's estimated total cost is $8.08 million:
    - The organization has raised $6.6 million to date.
- The proposed grant agreement entails the following:
    - The one-time allocation of $300,000 will utilize lottery funding from the county's economic development program;
    - The term is for one year with an option to extend up to two years; and
    - Requirements to receive the funding include:
        - A presentation to the Marion County Board of Commissioners during the development phase; and
        - The project's marketing must include Marion County Economic Development as a funding source.

Luke Emanuel:

- Mr. Emanuel expressed the following:
    - He is the owner of Salem Baseball Club, LLC;
    - The original goal was to find synthetic turf for local high schools to use:
        - Local high schools cannot afford synthetic turf.
    - Other jurisdictions in Oregon turfed one or two fields and made it available to all youth in the school district;
    - Baseball teams were created as a funding mechanism to utilize the fields during the summer:
        - This method will also be used for future replacements.
    - Willamette University's fields are centrally located and easily accessible;
    - The university has contractually agreed to make the fields available to SKSD every day of the week;
    - A district wide athletic director and not the university will perform the scheduling;
    - There will be set times every day for field usage;

- Additional organizations that will utilize the fields include:
  - The Young Men's Christian Association (YMCA);
  - The Boys and Girls Club; and
  - The Special Olympics.
- A wider spectrum of abilities and athletes will be able to utilize the fields during the summer; and
- It is a good start for obtaining fields that kids can use on a year-round basis.

***Board discussion:***

- Commissioner Willis expressed his appreciation to Mr. Emanuel for:
  - Envisioning the project;
  - Seeing the potential;
  - Explaining the vision to other people;
  - Bringing people together to accomplish the project; and
  - His passion for youth sports and the project.
- This project has been in the works for three years; and
- Transportation challenges have been a barrier in school sports:
  - Currently schools are busing teams to the cities of McMinnville or Wilsonville during the spring when it is wet;
  - Utilizing the university fields will create significant travel savings;
  - Schools will be able to play closer to home;
  - Some schools cannot afford to travel;
  - Utilizing the university fields provides schools with the opportunity to host a spring break tournament locally; and
  - Schools cannot control the cost of transportation.

**MOTION:** Commissioner Bethell moved to approve the Emergent Economic Opportunity Program Agreement with Salem Baseball Club, LLC, in the amount of $300,000 to support synthetic turf and lighting improvements at Willamette University's baseball and softball stadiums with an ending term date of one year from execution. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:24:02)*

5. Consider approval of the Grant Agreement with Soaring Heights Recovery Homes to utilize Health Opioid Grant Program funding in the amount of $450,000 to support the acquisition of property for a new sober living home facility for individuals recovering from a substance abuse disorder through June 30, 2027. –Steve Dickey

***Summary of presentation:***

- Soaring Heights Recovery Homes provides transitional housing for individuals recovering from a substance abuse disorder;
- The Grant Agreement will assist with the purchase of another home for transitional housing;
- The request was submitted through the Community Development Block Grant (CDBG) and the HOME Investment Partnerships program's application process:
    - The applications were reviewed and discussed in detail at a prior Work Session meeting; and
    - The county can utilize opioid grant funding as the program is related to substance abuse.
- Soaring Heights Recovery Homes has identified a property, and an offer has been accepted.

Eric Rasor:

- Mr. Rasor expressed the following:
    - He is the Executive Director of Soaring Heights Recovery Homes;
    - He is thankful for the support from Marion County;
    - The property is located in the City of Keizer;
    - The home is about 2,200 square feet with five bedrooms;
    - The home is ready for move-in; and
    - The home will be for women and children.

***Board discussion:***

- Neighbors of the proposed house are supportive with no negative feedback;
- There was a previous property that did have concerns from neighbors:
    - The purchase of the property was never finalized; and
    - Soaring Heights Recovery Homes selected another property for the transitional housing.
- More homes are needed that can accommodate animals:
    - Individuals experiencing homelessness will not part with their pets; and
    - There is a large cost associated with housing animals.
- The commissioners expressed their appreciation to Mr. Rasor for the work that he is doing.

**MOTION:** Commissioner Willis moved to approve the Grant Agreement with Soaring Heights Recovery Homes to utilize Health Opioid Grant Program funding in the amount of $450,000 to support the acquisition of property for a new sober living home facility for individuals recovering from a substance abuse disorder through June 30, 2027. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:32:02)*

HEALTH AND HUMAN SERVICES

6. Consider approval of the incoming funds Grant Agreement with the United States Department of Justice (DOJ) in the amount of $550,000 for the Connect and Protect: Law Enforcement Behavioral Health Response Program through September 30, 2027. –Ryan Matthews.

***Summary of presentation:***

- The incoming funds federal grant award from the United States Department of Justice (DOJ) is for $550,000;
- The grant contract has a term date of three years;
- The federal government was looking for projects that fostered law enforcement and behavioral health collaboration;
- The county has historically had four Mobile Crisis Response Teams (MCRT) consisting of one Qualified Mental Health Professional (QMHP) and one law enforcement officer that would respond to emergency calls:
    - A QMHP was paired with an officer from the following:
        - One QMHP with the Marion County Sheriff's Office;
        - Two QMHP's with the City of Salem Police Department; and
        - One QMHP with the City of Woodburn Police Department.
- Federal changes related to funding eliminated the MCRT;
- The county currently has a Community Response Team (CRT) that does not include a law enforcement officer;
- The county applied for and received grant funding to restore one MCRT:
    - Staff will continue to look for other funding options that can provide more MCRT's.
- Marion County Health and Human Services (MCHHS) and the Marion County Sheriff's Office (MCSO) are in the process of recruiting one MCRT;
- It is anticipated that the MCRT will be ready in February 2025;
- The team will work 10-hour shifts and be available four days a week;
- Data and outcomes will be collected and reported as part of the federal grant requirements; and
- There is a subset of calls that require a law enforcement presence.

***Board discussion:***

- Commissioner Bethell requested to see the grant application packets:

    - She would like to review the data in the packets;
    - Visual aid is a great tool to describe the number of calls that have escalated for this type of response in the last two years;
    - Calls for this type of crisis have grown exponentially in a year; and
    - State and federal government agencies are unaware of the issue.
- Being able to dispatch an MCRT serves a lot of needs and provides safety;
- The board discussed the issue with United States Senator for Oregon, Ron Wyden and advocated for funding that supports MCRT; and
- If more data is available, then people have more support and can advocate for this model.

> **MOTION:** Commissioner Bethell moved to approve the incoming funds Grant Agreement with the United States Department of Justice (DOJ) in the amount of $550,000 for the Connect and Protect: Law Enforcement Behavioral Health Response Program through September 30, 2027. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

*(Video Time 00:42:52)*

Commissioner Cameron stated that Board Session Agenda items #7, #8, and #9 are very similar and are connected to the same project. Staff will provide one presentation for all three agenda items followed by three separate motions.

*(Video Time 00:43:12)*

PUBLIC WORKS

7. Consider approval of a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AB01300 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. –Ryan Crowther and Shane Ottosen

***Summary of presentation:***

- Marion County received federal funds for improvements to Center Street located in the City of Salem:
    - The improvements will be from Lancaster Drive to 45th Place NE.
- The project scope entails:
    - Widening Center Street on the north side of the road;
    - Installing the following:
        - A center turn lane;
        - Bike lanes; and
        - Sidewalks.
    - Stormwater improvements; and
    - Enhanced pedestrian crossings.
- Staff presented the resolutions to the board at a prior Board Session meeting:

    - During final review of the appraisals, it was determined that easement language needed to be updated for the benefit of the property owners.
- Language revisions entail the following:
    - A four-year term date was added for a temporary easement:
        - This allows the county to access properties in the event additional work is needed; and
        - The county will pay the property owner for this right.
    - The language for an open drainage channel was removed from the easement language:
        - The county will not be able to construct an open drainage channel across a property's easement.
    - The language "We shall restore the topsoil and landscaping to as good of condition as it was prior to any such work" was included; and
    - The language "Grantee shall not construct storm improvements that would permanently block or impede access to the Grantor across said easement" was added.
- The county's intent is to not harm property owners with the easements; and
- The county wanted to make sure the easement language was clear.

***Board discussion:***

- The property owner's driveway will remain;
- Property owners will have access to their property;
- The county will not use the easement to cut the property owner off from their property;
- An issue regarding a tree on one of the properties has not been resolved:
    - Staff have updated the appraisal and continue to work with the property owner to find a resolution.
- The commissioners appreciate staff gently navigating and respectfully conversing with the property owners to try to come to an agreement that works for all parties.

> **MOTION:** Commissioner Willis moved to approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AB01300 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:48:39)*

8. Consider approval of a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W19DC03500 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. –Ryan Crowther and Shane Ottosen

> **MOTION:** Commissioner Willis moved to approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W19DC03500 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:49:05)*

9. Consider approval of a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AA01400 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. –Ryan Crowther and Shane Ottosen

> **MOTION:** Commissioner Willis moved to approve a resolution to authorize acquisition and eminent domain of certain real properties for tax lot 072W30AA01400 as referenced in "Exhibit A", for the Center Street: Lancaster Drive to 45th Place NE improvement project. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:49:29)*

***Board discussion:***

- Mr. Crowther expressed the following for the Marion County project:
  - Staff are still working through the right-of-way acquisition;
  - Construction will not occur in the summer of 2025;
  - Staff do not have enough time to work through the federal process and still be able to bid on the project; and
  - Utilities work will start soon.
- Commissioner Bethell requested a schedule for contractors, on-site work dates, and the work location be posted on social media;
- More out-reach notices to neighbors and the community related to the project was requested; and
- Construction is anticipated to begin in 2026.

*(Video Time 00:52:20)*

Commissioner Cameron requested unanimous consent to return to Consent to allow Commissioner Willis the opportunity to vote on the agenda. Commissioner Willis voted aye for the Consent agenda.

*(Video Time 00:52:36)*

**PUBLIC HEARINGS**
**9:30 A.M.**

None.

Commissioner Cameron adjourned the meeting at 9:56 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

**Board Sessions can be viewed on-line at**
**https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5**

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Agenda

**Tuesday, December 17, 2024, 9:30 a.m. – 11:00 a.m.**
Courthouse Square, 555 Court St. NE, Salem 5th Floor,
Suite 5231, Commissioners' Boardroom
Join Zoom Meeting- https://us06web.zoom.us/j/86891408353
Meeting ID: 868 9140 8353

**BOARD OF COMMISSIONERS**
Kevin Cameron
Danielle Bethell
Colm Willis

**CHIEF ADMINISTRATIVE OFFICER**
Jan Fritz

**MARION COUNTY**
555 Court St. NE, Ste. 5232
P.O. Box 14500
Salem, OR 97309-5036
(503) 588-5212
(503) 588-5237 – FAX

www.co.marion.or.us

The purpose of the Board of Commissioners Management Update is for staff to provide information to the Board and for the Board to direct staff regarding operational issues or the development of Board policy. The Board of Commissioners is responsible for matters of county concern pursuant to ORS 203.35 including, but not limited to, administration of county government. The Board may take action on any item listed above pursuant to Oregon Public Meetings Law (ORS 192.610 to 192.690).

INFORMATIONAL

1. **RESTORE Court_HB4002**
   -Commander Mike Hartford

2. **Contract Amendment #3 to the Oxford House Subsidy Services Price Agreement**
   -Commander Mike Hartford

3. **Towing Cars Outside Right-of-Way**
   -Commissioner Willis, Sergeant Mark Ferron

4. **Scotts Mills Rd. NE: Butte Creek Bridge Right-of-Way Services Agreement**
   -Ryan Crowther

5. **Marion County Planning Commission Reappointments of Gary Monders, Mike Long, Stanley Birch & Direction on Cases Heard**
   -John Speckman

6. **ORPD Local Government Grant Program Agreement**
   -Kevin Thompson

7. **Request for IT review of Trial Service Agreement with eHawk Solutions**
   -Julie Miller

8. **Contract with Santiam Memorial Hospital for CDBG Funding for the Santiam Resiliency Center**
   -Steve Dickey

9. **Contract Amendment #1 with School Health Corporation for Critical Care and Emergency Medical Equipment**
   -Karin Perkins

If you require interpreter assistance, an assistive listening device, large print material or other accommodations, call 503-588-5212 at least 48 hours in advance of the meeting. TTY 503-588-5168

Si necesita servicios de interprete, equipo auditivo, material copiado en letra grande, o culaquier otra acomodacion, por favor llame al 503-588-5212 por lo menos 48 horas con anticipación a la reunion. TTY 503-588-5168

Marion County is on the internet at: http://www.co.marion.or.us

10. **Fair Board Member Re-Appointments, Dana Castano, Shannon Gubbels, and Amy Goulter-Allen**
    -Kelli Weese

11. **Personal Credit Card Policy**
    **-**Trevor Lane

12. **Update and Review of Veteran Services Office**
    **-**Gary White

13. **Meeting Minutes Review System**
    **-**Shawnnell Fuentes

14. **Draft Environmental Impact Statement County Commissioner Letter**
    -Commissioner Bethell

15. **Board Session Agenda**
    **-**Commissioner Cameron

OTHER
COMMISSIONERS' COMMITTEE ASSIGNMENTS UPDATE

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Agenda

**Tuesday, January 14, 2025, 9:30 a.m. – 11:00 a.m.**
Courthouse Square, 555 Court St. NE, Salem 5th Floor, Suite 5231
Commissioners' Boardroom
Join Zoom Meeting- https://us06web.zoom.us/j/86891408353
Meeting ID: 868 9140 8353

**BOARD OF COMMISSIONERS**
Danielle Bethell
Colm Willis
Kevin Cameron

**CHIEF ADMINISTRATIVE OFFICER**
Jan Fritz

**MARION COUNTY**
555 Court St. NE, Ste. 5232
P.O. Box 14500
Salem, OR 97309-5036
(503) 588-5212
(503) 588-5237 – FAX

www.co.marion.or.us

The purpose of the Board of Commissioners Management Update is for staff to provide information to the Board and for the Board to direct staff regarding operational issues or the development of Board policy. The Board of Commissioners is responsible for matters of county concern pursuant to ORS 203.35 including, but not limited to, administration of county government. The Board may take action on any item listed above pursuant to Oregon Public Meetings Law (ORS 192.610 to 192.690).

INFORMATIONAL

1. **Environmental Health Licensing of Mobile Unit**
   -Alisa Zastoupil, Ryan Matthews

2. **Aerial Imagery for GIS Imagery Data**
   -Tom Rolfing

3. **Emergency Management Performance Grant with Oregon Department of Emergency Management**
   -Brian Nicholas

4. **North Marion Recycling & Transfer Station Concrete Repair**
   -Ryan Crowther

5. **Shaff Road ADA Improvements**
   -Ryan Crowther

6. **IT Service Agreement with Paradigm Software for Solid Waste Management System**
   -Brian May

7. **Emergency Operations Plan Grant with Oregon Department of Emergency Management for Emergency Operations Planning Services**
   -Greg Walsh

8. **Mobile Crisis Services**
   -Debbie Wells

9. **PacificSource Community Solutions Share Initiative MOU**
   -Christina Bertschi

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Marion County is on the internet at:
http://www.co.marion.or.us

**10. Tax Account 535516 Update**
-John Carlson

**11. Medical Examiner Office Relocation & Remodel**
**-**Tamra Goettsch

**12. Church at the Park Project Location Discussion**
**-**Steve Dickey

**13. Board Session Agenda**
**-**Commissioner Bethell

**14. Legislative Update**
-Alvin Klausen

OTHER
COMMISSIONERS' COMMITTEE ASSIGNMENTS UPDATE

MARION COUNTY BOARD OF COMMISSIONERS

# Work Session Summary Minutes

OREGON

## 2025-2026 CDBG and HOME Application Review

January 16, 2024. 9:30 AM
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Kevin Cameron, Colm Willis, and Danielle Bethell.
**Board's Office:** Shawnnell Fuentes, and Alvin Klausen.
**Legal Counsel:** Steve Elzinga.
**Liberty House:** Peter Carrillo.
**Marion County Housing Authority:** Jason Icenbice, and Christine Sommer.
**Community Services:** Steve Dickey, Kelli Weese, and Sheila Roberts.
**Boys and Girls Club of Salem, Marion and Polk Counties:** Robbin Kerner.
**Mid-Willamette Valley Council of Governments**: McRae Carmichael, Linda Hansen, and John Schmidt.
**Santiam Hospital:** Kim Klotz, and Jamie Sampson.
**Catholic Community Services:** Joshua Graves.
**Church at the Park:** DJ Vincent.
**City of Silverton:** Jason Gottgetreu.
**Marion Polk Food Share:** Jason McDonald.
**Family Building Blocks:** Patrice Altenhofen.

Danielle Bethell called the meeting to order at 9:30 a.m.

**Summary**
Nine projects were presented, with total requests exceeding $10 million. The board emphasized the need for accurate financial projections and long-term sustainability plans for funded initiatives.

**Presentation of Applications**

- Catholic Community Services Foundation:
  - Requested $225,000.
  - Renovation, commercial kitchen equipment and vocational training center.
  - Aims to enhance services for partners, including Church at the Park, Salvation Army, and others.
- Marion County Housing Authority:
  - Requested $500,000.
  - Demolish and rebuild farmworker housing:
    - Multi-family rentals and owner-occupied homes.
  - The total project cost is $31,628,119, with a funding gap of $28,047,725.

- Marion Polk Food Share:
    - Requested $500,000.
    - New facility to increase capacity in order to meet increased demand for food supply and meal programs.
    - The total project cost is $15,512,000, with a gap of $15,012,000.
- Santiam Memorial Hospital:
    - Requested $500,000.
    - Renovation to add a Women's Health Clinic.
    - The total project cost is $3,150,000, with a gap of $2,150,000.
- City of Silverton:
    - Requested $262,000.
    - Extend roadways and utilities to support an affordable housing development.
    - The total project cost is $26,000,000.
    - Funding from Hacienda Community Development Corporation and CDBG funds.
- Valor Mentoring:
    - Requested $25,000.
    - Van for transporting school-aged youth to and from their facilities.
    - The total project cost is $50,000, with a gap of $30,000.
- Boys & Girls Club:
    - Requested $200,000.
    - Power Hour program helps enhance academic success for low-income students.
- Family Building Blocks:
    - Requested $100,000.
    - Expansion of services at the Norris House location, including hiring additional staff and expanding therapeutic early childhood classrooms.
- Liberty House:
    - Requested $200,000.
    - Expansion of services to provide additional resources for child abuse prevention and early childhood trauma response in North Marion County.

**Other**

- Homeowner Residential Rehabilitation Program:
    - Completed 16 home repairs to date:
        - Replaced roofs, HVAC systems, water heaters, and installed wheelchair ramps.
- The Down Payment Assistance Program:
    - Helped 10 families per year get into homes.
    - Funding available to support 3 down payments going forward with the current annual allocation.
- The board interested in reviewing the selection criteria and process for the Homeowner Residential Rehabilitation Program to ensure an equitable distribution of funds across the county.
- Programs help prevent homelessness and help seniors and low-income residents remain in their homes.

**Next Steps**

- The board requested additional information from several applicants:
  - Catholic Community Services Foundation:
    - Budget and funding sources.
  - Family Building Blocks:
    - Long-term stabilization plan and funding sources for the program.
  - Liberty House:
    - Data on billable referrals and community partnerships to support the service expansion.
- Breakdown of the 15% administrative percentage for the CDBG funds from staff.
- A follow-up meeting to be scheduled once final CDBG and HOME funding amounts are known from the U.S. Department of Housing and Urban Development:
  - Around July.
  - Allows board to make final funding decisions and allocations.

**Adjourned** – time: 10:48 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**January 28, 2025. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Kevin Cameron, Danielle Bethell, and Colm Willis.
**Board's Office:** Jan Fritz, Chad Ball, Matt Lawyer, Alvin Klausen, Shawnnell Fuentes, Toni Whitler, Chris Eppley, and Skylar Stangeland.
**Legal Counsel:** Cody Walterman, and Steve Elzinga.
**Sheriff's Office:** Nicholas Hunter, Jeremy Landers, and Jacob Ramsey.
**Public Works:** Greg Walsh, Brandon Reich, Austin Barnes, Kent Inman, Brian May, Roxanne Toepfer, Kevin Thompson, Ryan Crowther, Ryan Wade, Lani Radtke, and Stephanie Pulvers.
**Health and Human Services:** Debbie Wells, Carol Heard, and Phil Blea.
**Community Services:** Steve Dickey, and Kelli Weese.
**Finance**: Jeff White.
**Human Resources:** Sherry Linter.

Jan Fritz called the meeting to order at 9:32 a.m.

INFORMATIONAL:

**1. Investment Policy Adoption**
-Sam Brentano, Jeff White

***Summary of Presentation:***

- The board is required to review and approve the county's annual investment policy, by state law.
- The policy has not changed since it was last reviewed and adopted in 2023.
- The county currently has $290 million invested with its investment advisors, GPA.

***Board Direction:***

- The board approved re-adopting the current investment policy without any changes at the upcoming board meeting.

**2. FY 23-25 Jail-Based Medication of Opioid Use Disorder Program Grant Agreement**
-Commander Jacob Ramsey

***Summary of Presentation:***

- $372,000 in grant funding from the Oregon Criminal Justice Commission.
- Funds will improve the medication-assisted treatment program for opioid use disorder:
    - Provide injectable medications to inmates that are more difficult to divert than oral medications.

- Will fund an employee to help transition inmates back into the community after receiving treatment.

***Board Direction:***

- The board would like information regarding the source of the funds and the formula used by the Criminal Justice Commission to allocate the funding.

**3. Procedures for Managing Land Use Case Timelines**

-Brandon Reich & Steve Elzinga

***Summary of Presentation:***

- Challenges in managing land use case timelines due to changes in state laws that give applicants certain rights and timelines.
- To give the board an opportunity for a hearing, several procedures are outlined:
    - 30-day initial period before the timeline takes effect, where planning gets land use cases out.
    - The hearings officer must decide within 3 weeks after the record closes.
    - The board has the power to hold a hearing even if the timeline is surpassed, as long as the applicant does not object.

***Board Direction:***

- Explore the possibility of having a backup hearings officer for land use cases.
- Provide feedback on the draft memo regarding procedures for managing timelines on land use cases.

**4. House Bill 3209 – Increase Vehicle Registration Fees**

-Dennis Mansfield

***Summary of Presentation:***

- House Bill 3209 proposes to increase various vehicle registration fees:
    - Create an abandoned RV fund to cover costs of disposing of abandoned RVs.
    - Increase RV registration fees by 50% to support the maintenance of parks.
- Concerns about the equity of the fee, as it places the burden on RV owners rather than all park users.
- The board questioned whether the funding formula adequately accounts for the population of RV users versus the overall population.

***Board Direction:***

- The board indicated it would wait for further discussion and support from the Association of Oregon Counties before taking a position on the bill

**5. Emergency Operations Plan Grant with Oregon Department of Emergency Management for Emergency Operations Planning Services**

-Greg Walsh

***Summary of Presentation:***

- Contract amendment with the state to provide emergency operations planning services for 9 additional cities.
- The original contract was for $87,000, and the amendment would add additional funding.

***Board Direction:***

- The board requested to see the original contract to better understand the scope and costs of the services.

**6. Alley Vacation – East Side of Trullinger Tracts Subdivision**
-Kent Inman

***Summary of Presentation:***

- Petition to vacate a 20-foot alley on the east side of the Trullinger Tracts subdivision.
- During the utility locates, a PGE line was found in the alley, and a draft easement document has been prepared.
- All abutting landowners have consented to the proposed vacation.

***Board Direction:***

- The board agrees to proceed with this as a consent item at board session.

**7. Mercury Total Maximum Daily Load (TMDL) Construction Site Runoff Control**
-Stephanie Pulvers, Brian May

***Summary of Presentation:***

- Plan to incorporate erosion control requirements into county building permits to comply with mercury TMDL regulations.
- The plan includes three options, with the water quality advisory committee and homebuilders' association preferring the least impactful option:
    - Adds language to building permits referring applicants to educational resources on erosion control, rather than requiring inspections.
- The board emphasized the importance of a complaint-based inspection system and minimizing the impact on development.

***Board Direction:***

- Move forward to try to implement a plan by September 2025.

**8. Request for Approval to Pursue NOAA Fishing Passage Grant**
-Ryan Crowther & Ryan Wade

***Summary of Presentation:***

- Assesses and classifies 13 culverts and 2 bridges for fish passage.
- Covers 100% of the planning and assessment costs, with the county only forfeiting its indirect rate as a match.
- Board concerned of potential enforcing fish passage regulations and the impact on the county's ability to make emergency culvert repairs.

***Board Direction:***

- Schedule a follow-up discussion to address concerns and decide.

**9. Right-of-Way Acquisition at 1023 Connecticut Ave, Salem**
-Ryan Crowther

***Summary of Presentation:***

- Strip of right-of-way from an owner for a sidewalk project on Connecticut Ave.
- The property owner has not been responsive to negotiations, despite attempts by public works to reach an agreement.
- Requesting authorization to proceed with a resolution of eminent domain to acquire the necessary right-of-way.

***Board Direction:***

- The board agreed to proceed with notice provided to the owner ahead of time

**10. Amendment #1 to Supplemental Project Agreement with ODOT to for Ehlen Road and Butteville NE Roundabout Project**

-Ryan Crowther

***Summary of Presentation:***

- Add $1.75 million in congressionally directed spending to the Ehlen and Butteville Roads roundabout project.
- Funding will be used for preliminary engineering, right-of-way acquisition, and construction of the roundabout project.
- Currently scheduled for construction in 2027.

***Board Direction:***

- Keep the congressional representative's office informed of the progress.
- The board is good with the update.

**11. Behavior Health Customer Satisfaction Survey Review**

-Carol Heard, Phil Blea, Debbie Wells

***Summary of Presentation:***

- The survey was conducted in late 2024, which had a 20% response rate.
- Included feedback on services provided by staff across all client-facing positions:
    - Reception, therapists, case managers, skills trainers, and prescribers.
- The results showed high satisfaction levels, with median scores ranging from 4.75 to 4.47 for all provider roles.
- The open-ended comments highlighted positive feedback about staff supports and a welcoming environment.
- Some concerns about staff workload and emotional support.

***Board Direction:***

- Need to address issues around translation services and new appointment scheduling system impacts.

**12. Mental Health Advisory Committee Appointments, Teresa Joslin, Kara Hunter, and Maria Torres**

-Phil Blea

***Summary of Presentation:***

- Theresa Jocelyn has experience with the persistently mentally ill population and community outreach.
- Kara Hunter has lived experience with mental health challenges and has worked on committees for the last 20 years.
- The board stated the importance of members understanding the committee's role and for the work not being disrupted.

***Board Direction:***

- The board approves all three committee appointments.

**13. Mobile Crisis Services**

-Debbie Wells, Rhett Martin

***Summary of Presentation:***

- Removed from the agenda

***Board Direction:***

- N/A

**14. Contract Amendments #1, #2 with Peace of Mind Cleaning, LLC for Cleaning Services with HHS**

-Debbie Wells

***Summary of Presentation:***

- This is for cleaning and waste removal services at behavioral health facilities.
- The first amendment extended the contract by one year to February 2025 and updated service rates and locations.
- The second amendment proposes extending the contract by an additional two years to February 2027 and increasing the maximum compensation from $99,000 to $149,000.

***Board Direction:***

- The board requested that the next contract be put out for an RFP to ensure competitive pricing and market rates.
- The board is good to proceed.

**15. IGA Amendment #15 with Oregon Health Authority (OHA) for Decrease of Program Elements Public Health Services for CARES, and OIP Bridge COVID**

- Ryan Matthews

***Summary of Presentation:***

- Decrease funding for certain public health program elements in the 2023-2024 contract with OHA.
- This reflects a reconciliation of unspent funds from the 2017-2019 biennium, which the county will pay back to OHA in the amount of $299,650.
- The board discussed the state's delayed reconciliation process:
    - Impacts fund availability for future use.
    - The county had $808,000 in unspent funds set aside.

***Board Direction:***

- The board is good with the update.

**16. 2017-2019 IGA with OHA Settlement Summary Report Preliminary Settlement Figures**

-Ryan Matthews

***Summary of Presentation:***

- Update on the reconciliation of the 2017-2019 biennium contract with OHA.
- The state determined the county owes $299,650:
    - Will be paid from the $808,000 in unspent funds the county had set aside.
- State’s delayed reconciliation process:
    - Leaves funds tied up for multiple biennia.
    - It is important to resolve these contracts to free up funds for future use.

***Board Direction:***

- The board is good to proceed.

**17. CDBG/HOME Consolidated Plan RFP Review and Funding Options**

-Steve Dickey

***Summary of Presentation:***

- RFP for the next five-year CDBG/HOME Consolidated Plan focus:
    - Affordable housing
    - Infrastructure
    - Social services
    - Economic development

- It is important that the needs of the community, not just bureaucratic expectations, are met.
- Must avoid the issues experienced with the previous consultant.
- The estimated cost of the consultant is $65,000 to $85,000.
- Potential funding sources:
    - General fund, lottery funds, and HOME funds.

***Board Direction:***

- The board requested more time to review the RFP and provide feedback before it is released.

**18. Appointment of Joseph Billington to Marion County Fair Board**

-Kelli Weese

***Summary of Presentation:***

- Mr. Billington participates on the Fair Board as the Future Farmers of America (FFA) liaison and applied to continue serving on the board.
- Mr. Billington declined the offer to introduce himself at board session.

***Board Direction:***

- The board approved the appointment of Mr. Billington to the Marion County Fair Board.

**19. Self-Insurance Fund Payment to Public Works for House Mountain Generator Fire**

-Tamra Goettsch

***Summary of Presentation:***

- Marion County Public works requested reimbursement from the self-insurance fund for $217,456.69 in costs associated with repairs from a fire on House Mountain.
- The fire damaged generators and other operations on House Mountain:
    - The costs have been documented and vetted.

***Board Direction:***

- The board authorized the reimbursement to be processed, with the understanding that the county is still waiting for the insurance claim to be settled.

**20. Update Public Hearing Procedure – Land Use**

-Cody Walterman

***Summary of Presentation:***

- The focus was on the opening statement the board provides at the beginning of the land use public hearings.
- The opening statement has been updated to reflect the requirements in the county code and state statute.
- The updated opening statement acknowledges there is no ex parte communications and that the board will be reviewing the applicable criteria.
- Planning staff will clearly state the applicable criteria at the start of the hearing, in addition to the board reading the updated opening statement.
- The goal of the updated procedure is to provide the board with better control over witness testimony and ensure proper appeals if necessary.
- The board was assured that planning staff are managing the workload and communicating with the hearings officer to prevent delays in decisions.

***Board Direction:***

- The board is good to proceed.

**21. Legislative Update**
-Alvin Klausen
***Summary of Presentation:***
- House Bill 3119:
    - Prohibits the Department of Environmental Quality from implementing or enforcing the Advanced Clean Trucks regulations before January 1, 2027.
    - Would delay the implementation of the California Advanced Clean Trucks regulation in Oregon.
- Reviewed draft talking points and a one-pager on the benefits of waste energy, which will be used for upcoming legislative hearings.
- The board was updated on the status of federal funding for county projects, including the potential freeze on COPS and other grant funds.
- The board directed staff to coordinate access to the legislative tracking tool with relevant department heads.

***Board Direction:***
- Provide a fiscal analysis on the impact of House Bill 3119 (the California Advanced Clean Trucks regulation) on Marion County's fleet.
- Coordinate with other departments and organizations to have representatives testify at the upcoming hearing on the waste energy bill.
- Request that the draft materials be reviewed by staff before dissemination.
- Provide the board with a list of staff who should have access to the legislative tracking tool.

**22. Board Session Agenda**
-Commissioner Bethell
- Overview the agenda.

***Board Direction:***
- The board is good to proceed.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>
**Commissioner Danielle Bethell**
- Met with Siletz Tribal Chairwoman Dee Pigsley:
    - Discussed natural resources.
- Reached out to Grand Ronde to restart regular meetings:
    - Have not occurred for almost a decade.

**Commissioner Kevin Cameron**
- City of Salem meeting:
    - Memorandum of understanding with the Grand Ronde Tribe for payment in lieu of taxes.
- Solid Waste Management Advisory Council (SWMAC) meeting.
- Aviation Grant Review meeting.
- City Club:
    - Presentation on the city's budget.

**Commissioner Colm Willis**
- N/A

<u>OTHER</u>
**Adjourned** – time: 11:46 a.m.

**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

MARION COUNTY BOARD OF COMMISSIONERS

# Work Session Summary Minutes

OREGON

## 2025-26 CDBG / HOME Project Funding Direction

April 1, 2025. 1:30 PM
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Colm Willis, and Danielle Bethell.
**Board's Office:** Matt Lawyer, Trevor Lane, Heather Inyama, Alvin Klausen, and Jan Fritz
**Legal Counsel:** Steve Elzinga.
**Community Services:** Steve Dickey, Kelli Weese, and Sheila Roberts.

Commissioner Danielle Bethell called the meeting to order at 1:34 p.m.

**Summary**
There were 9 applications received, totaling $2.5 million. Key projects included Catholic Community Services' $250,000 for space renovation, Marion County Housing Authority $500,000 for the demolition and construction of permanent farm worker housing, Marion & Polk Food Share $500,00 for the purchase of a new facility and Santiam Memorial Hospital's $500,000 for renovation to create a regional women's health clinic. City of Silverton $262,000 street extension to support low-income housing and the consideration of funding for the Marion Homeowner Residential Rehabilitation Program. Discussed the need of clear communication on funding policies and the potential for amendments to applications. Specific concerns were raised about the financial stability of Church of the Park and the need for detailed plans from applicants like Family Building Blocks and Liberty House. The board aims to finalize funding recommendations by the next work session.

**Funding; Application Overview**
- Total CDBG funding:
  - Estimated CDBG public service funding is $198,930.
  - Estimated CDBG non-public service funding is $862,030.
- There is a 20% administrative cost allocation:
  - Concerns raised about high administrative percentage.
  - Staffing includes personnel from CDBG and HOME programs.
  - Half-time contract specialist shared across multiple departments.
- Nine total applications received for 2025-2026 funding cycle:
  - Non-Public Service Applications:
    - Catholic Community Services:
      - $250,000 for space renovation and kitchen equipment.
    - Marion County Housing Authority:
      - $500,000 for farm worker housing infrastructure.

        - Marion Polk Food Share:
            - $500,000 for new facility purchase.
        - Santiam Memorial Hospital:
            - $500,000 for women's health space renovation.
        - City of Silverton:
            - $262,000 for street extension supporting low-income housing.
        - Marion County Homeowner Residential Rehabilitation Program.
    - Public Service Applications:
        - Valor Mentoring:
            - $250,000 for coffee shop/cafe opening.
        - Boys and Girls Club:
            - $200,000 for operating funds (potentially withdrawn).
        - Family Building Blocks:
            - $100,000 for Doris House service expansion
        - Liberty House:
            - Operating expenses for North Marion County expansion.

**25-26 CDBG/HOME Applications Direction**

- Amendment Policy Discussion:
    - No formal written policy on funding amendments.
    - Consensus to allow amendments for this funding cycle.
    - Recommendation to create clear guidelines for future applications.
- Project Prioritization Considerations:
    - Preference for one-time project funding over ongoing operational costs.
    - Emphasis on detailed project plans and financial transparency.
    - Specific concerns about:
        - City of Silverton's SDC forgiveness.
        - Hospital funding requests.
        - Operational sustainability of proposed projects.
- Preliminary Funding Priorities:
    - Catholic Community Services kitchen project.
    - Marion Public Food Share (suggested $100,000).
    - Santiam Hospital emergency services/ambulance bay.
    - Potential support for Valor Mentoring and Liberty House.

**Next Steps**

- Request comprehensive budget details from:
    - Valor Mentoring (project scale, minimum funding needs).
    - Family Building Blocks (operational costs, expansion details).
    - Liberty House (one-time funding application).
    - Santiam Hospital (project priorities).
- Administrative Process:
    - Schedule follow-up meeting.
    - Prepare for annual action plan drafting.
    - Await official United States Department of Housing and Urban Development (HUD) funding allocation.
    - Conduct 30-day public comment period.
    - Schedule final public hearing for funding decisions.
- Additional Recommendations:
    - Develop clear communication about funding preferences.

    - Create written guidelines for future grant applications.
    - Improve transparency in project evaluation process.
    - Establish more rigorous project planning requirements.
- Potential Future Improvements:
    - Review 20% administrative cost allocation.
    - Develop more structured amendment process.
    - Create more detailed application requirements.
    - Establish clearer funding priority guidelines.

**Adjourned** – time: 2:30 p.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

MARION COUNTY BOARD OF COMMISSIONERS

# Work Session Summary Minutes

OREGON

## 2025-26 CDBG/HOME Project Funding Direction

May 1, 2025. 1:30 PM
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Kevin Cameron, Colm Willis, and Danielle Bethell.
**Board's Office:** Trevor Lane, Heather Inyama, and Matt Lawyer.
**Legal Counsel:** Steve Elzinga, and Cody Walterman
**Community Services:** Sheila Roberts, Kelli Weese, and Steve Dickey

Commissioner Colm Willis called the meeting to order at 1:30 p.m.

**Review of 4/1/25 Follow-Up Materials from Applicants**

- Reviewed responses from applicants after January, and April work sessions.
- Catholic Community Services provided clarification on equipment ownership with Church at the Park:
  - The lease agreement will specify equipment ownership if the project is not completed
- Family Building Blocks detailed expansion plan:
  - $100,000 would increase staffing from 6 to 11 Full Time Equivalents (FTE).
  - New positions include two teachers, one receptionist, and one kitchen staff.
  - The sustainability plan includes fundraising and potential classroom leasing.
- Liberty House explained the North Marion County expansion:
  - $200,000 request for startup services.
  - Funding would cover staff salaries and initial lease costs.
  - Anticipate becoming self-sustaining after establishing client base.
- Santiam Hospital discussed the Resiliency Center project:
  - Ambulance base to be located separately near Cascade Highway and Highway 22.
  - Previous ARPA funding of $1 million for generator.
- Valor Mentoring confirmed funding needs:
  - $100,000 minimum considered meaningful for project implementation.

**25-26 CDBG/HOME Applications Direction**

- Public Service Projects Funding:
  - $98,930 to Family Building Blocks.
  - $50,000 to Liberty House.
  - $50,000 to Valor Mentoring.
- Other Project Funding:
  - $225,000 to Catholic Community Services.

    - $300,000 to Marion Polk Food Share.
    - $337,030 to Homeowner Rehabilitation Program
- Specific Decisions:
    - Rejected Santiam Hospital's Resiliency Center project.
    - Expressed interest in future ambulance bay project funding.
    - Noted existing $250,000 from previous year's award not yet executed.

**Next Steps**

- Wait for United States Department of Housing and Urban Development (HUD) to drop official funding amounts.
- Prepare for potential special hearing if funds are not released soon.
- Follow up Santiam Hospital about the ambulance bay project.
- Staff prepare draft documents with potential funding scenarios.
- Anticipate potential extension of submission deadlines due to congressional budget process.

**Adjourned** – time: 2:40 p.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

**May 13, 2025. 9:30 AM**
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
**Commissioners:** Kevin Cameron, and Colm Willis.
**Board's Office:** Chad Ball, Chris Eppley, Trevor Lane, Heather Inyama, Matt Lawyer, and Toni Whitler.
**Legal Counsel:** Steve Elzinga, and Marissa Terwilliger.
**Public Works:** Austin Barnes, John Speckman, Carl Lunds, Steve Preszler, Scott Wilson, and Brian Nicholas.
**Health and Human Services:** Rhett Martin, Naomi Hudkins, Christina Bertschi, and Debbie Wells.
**Information Technology:** Eric Reid.
**Business Services:** Terry Stoner.
**Community Services:** Steve Dickey, Ashley Jackson, and Sheila Roberts.
**Assessor's Office:** Nate Combs.

Colm Willis called the meeting to order at 10:00 a.m.

INFORMATIONAL:
**1. Contract with Pictometry International Corp. for GIS Imagery Data**
-Tom Rohlfing/Nate Combs
**Summary of Presentation:**
- A two-year contract for $228,000 annually.
- The total budgeted amount is $275,000.
- Previously used in 2016, 2019, 2021, and 2023.
- Provides ortho-mosaic and oblique imagery.
- Includes web capture form and Application Programming Interface (API) for viewing imagery.

**Board Direction:**
- Approved for the May 28, 2025, board session.

**2. Contract with Blacktop Northwest, LLC for Delivery and Application of Soil Stabilization Products**
-Scott Wilson
**Summary of Presentation:**
- Petroleum-based product for gravel road stabilization.
- Targets 9+ miles of high-maintenance road sections.
- For fiscal year 2025-2026 with a budget of $125,000.

- Reduces dust, prevents washboarding.
- Only one responsive bid was received.
- Helps to reduce annual gravel road maintenance costs.

**Board Direction:**
- Approved May 28, 2025, board session.

**3. Contract with Mid Valley Excavation, LLC for Guardrail Replacement Project 2025**
-Ryan Crowther
**Summary of Presentation:**
- Total project cost is $111,770.
- Replacing guardrails on Viewcrest and Skyline roads.
- Short sections located on sharp curves.

**Board Direction:**
- Approved to move forward.
- Requested slide show presentation.
- Scheduled for May 28, 2025, board session.

**4. Marion County Planning Commission Reappointments**
- **George Grabenhorst, Reappointment**
- **Dennis Pearson, Reappointment**
- **Britany Randall, Reappointment**

-John Speckman
**Summary of Presentation:**
- Their terms are expiring May 31, 2025.
- The recruitment period was April 25th - May 9th.

**Board Direction:**
- Approved for May 28, 2025, board session.

**5. Marion County Radio Project – Generator Purchases**
-Brian Nicholas
**Summary of Presentation:**
- Purchasing 6-7 generators.
- Price adjustment to include Customs and Trade (CAT) tax.
- Electronic controls are compatible with radio systems.
- Part of broader radio project infrastructure.

**Board Direction:**
- Approved to move forward.
- Scheduled for May 28, 2025, board session.

**6. Marion County Emergency Operation Plan Update**
-Brian May
**Summary of Presentation:**
- The current plan expires June 30.
- Transitioning from emergency support functions to lifeline functions.

- Draft plan ready for board dissemination.
- Aims to create a more cohesive emergency response team.
- Maintains eligibility for Federal Emergency Management Agency (FEMA) funding.

**Board Direction:**
- Approved draft plan distribution.
- Requested redline version of changes.
- Work session planned for July 2025.

**7. Seeking Approval for 2025 Health Related Social Needs Community Capacity Grant**
-Naomi Hudkins
**Summary of Presentation:**
- The first round received $780,000.
- Second round targeting:
    - A 0.5 Full Time Equivalent (FTE) registered dietitian.
    - Additional navigator position.
- Supports nutrition services and housing.
- Becoming co-convener organization with Polk County.
- Grant application is due May 31.
- Total available funding is $5.5 million.

**Board Direction:**
- Approved to move forward.

**8. Mobile Crisis Services**
-Debbie Wells, Rhett Martin
**Summary of Presentation:**
- Total contract value is $627,280.
- Funding breakdown:
    - $550,000 from grant.
    - Remaining funds from opioid settlement and funds from House Bill 4002.
- Pairs a law enforcement with qualified mental health professional.

**Board Direction:**
- Approved to move forward.
- Scheduled for May 28, 2025, board session.

**9. Guaranteed Detention Beds for Washington County**
-Troy Gregg
**Summary of Presentation:**
- There are 16 guaranteed new beds for Washington County and 4 existing for Clackamas County.
- Total of 20 beds managed by Marion County for others.
- Three-year contract with 5% annual increase.
- Brings total contract value to approximately $12 million over four years.

**Board Direction:**
- Approved contract with modification
- Add requirements for annual facility tour.

- Scheduled for May 28, 2025, board session.

**10. CDBG & HOME Consolidated Plan Development Contract Award**
-Steve Dickey
**Summary of Presentation:**
- Cloudburst Consulting Group selected.
- Total contract cost is $75,000.
- Only firm with Oregon-based staff.
- Four planned meetings with commissioners.
- Developing five-year Consolidated Plan.
- The submission deadline is May 2026.

**Board Direction:**
- Approved to move forward.
- Scheduled for May 28, 2025, board session.

**11. Contract Amendment #1 with Professional Credit Services for Debt Collections**
-Jeff White
**Summary of Presentation:**
- The extended contract value is up to amount of $200,000.
- Covers period through June 2025.
- Allows time to complete the Request for Proposal process.

**Board Direction:**
- Approved to move forward.

**12. Review of Request for Proposal for Debt Collections**
-Jeff White
**Summary of Presentation:**
- The current collection agency is Professional Credit Services.
- Total accounts over 10 years are 44,000.
- Total account value is nearly $20 million.
- Collected $6 million.
- Considerations include:
    - Translation services.
    - Local office presence.
    - Handling of existing accounts.

**Board Direction:**
- Approved to move forward
- Requested exploration of multiple vendor options.

**13. Lease for 3876 Beverly Ave Building G**
-Tamra Goettsch
**Summary of Presentation:**
- One-year lease extension to June 30, 2026.
- Allows time for health building first-floor remodeling.
- Anticipated final extension.

**Board Direction:**
- Approved for a final extension.

**14. Marion County Fair Schedule of Events**
-Gary White, Shawnnell Fuentes
**Summary of Presentation:**
- The date of the event is July 10, 2025.
- Pie judging at 4:30 PM.
- Volunteer awards are at 5:15 PM:
    - Veteran recognition to follow.
- Legislative dinner at the end.
    - Invited guests: Mayors, state representatives, judges.

**Board Direction:**
- Approved to move forward with the event schedule.
- Agreed to invite mayors, state representatives, and judges.
- Commissioners to personally invite guests.

**15. Board Session Agenda Review**
-Commissioner Danielle Bethell
**Summary of Presentation:**
- Overview of agenda.

**Board Direction:**
- Focused on meeting efficiency.
- Commitment to staying on schedule.
- Anticipating quick resolution of most items.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>
**Commissioner Danielle Bethell**
- N/A

**Commissioner Kevin Cameron**
- N/A

**Commissioner Colm Willis**
- N/A

<u>Other</u>
**Transient Occupancy Tax (TOT) House Bill 3962**
-Chris Eppley
**Summary of Presentation:**
- Bill will allow counties and cities receiving transit occupancy tax to use post-2003 restricted funds for tourism-impacted services.
- Bill proponents are Representatives Nathanson and Walters
- Association of Oregon Counties (AOC) asked for information from counties to support the bill.

**Board Direction:**

- Will not provide supporting information.
- Concerns about potential misuse of TOT funds.
- Suggested gathering broader information about TOT collection across cities.

**Adjourned** – time: 11:23 a.m.
**Minutes by:** Mary Vityukova
**Reviewed by:** Gary L. White

# Public Notices

**AFFIDAVIT OF PUBLICATION**

**STATE OF OREGON, COUNTY OF MARION, SS:**

I, Christine Baker, being first duly sworn, depose and say that I am the chief clerk of Salem Reporter a newspaper of general circulation published in Salem, Oregon, as defined in Oregon Revised Statutes Chapter 193; that I know from my personal knowledge that Salem Reporter published a printed copy of NOTICE OF COMMUNITY DEVELOPMENT BLOCK GRANT which is hereto annexed, in the entire issue of said newspaper on June 2, 2025, and continuously thereafter.

Christine Baker

CHRISTINE BAKER, chief clerk, Salem Reporter.

Subscribed and sworn to before me this 11th day of June 2025.

Robin R. Barney

Notary Public for Oregon

My commission expires Sept. 8, 2025

OFFICIAL STAMP
ROBIN ROBERTA RICHMOND-BARNEY
NOTARY PUBLIC - OREGON
COMMISSION NO. 1016355
MY COMMISSION EXPIRES SEPTEMBER 08, 2025

PUBLIC NOTICE

NOTICE OF PUBLIC HEARING

DRAFT ANNUAL ACTION PLAN FOR LOCAL FISCAL YEAR 2025-2026

PROJECTED USE OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) and HOME INVESTMENT PARTNERSHIPS (HOME) FUNDS

MARION COUNTY

Purpose of Annual Action Plan: The Annual Action Plan provides a strategy for the use of CDBG and HOME Funds expected to be received from the U.S. Department of Housing and Urban Development. Marion County intends to allocate these funds during Local Fiscal Year 2025-2026 for eligible activities to achieve objectives in the County's Consolidated Plan.

Public Comments on Annual Action Plan: The Draft Annual Action Plan for FY 2025-2026 will be available on the Marion County Community Services website beginning June 2, 2025. Residents without access to the internet can contact Steve Dickey, CDBG/HOME Program Manager at 555 Court Street NE P.O. Box 14500 Salem, OR 97309 to request a printed copy. Oral and written comments received by 5:00 p.m. on July 7, 2025, will be considered and changes made if such changes are deemed appropriate prior to submitting the final plan to HUD. A summary of all comments, with reasons provided for any comments not incorporated, will be included in the Annual Action Plan submitted to HUD.

A Public Hearing will be held on July 9, 2025, at 9:00 a.m. in the Senator Hearing Room located at 555 Court Street NE, Salem OR 97301.

Access by Persons with Disabilities and Limited English Persons: Copies of the Draft Annual Action Plan and/or an executive summary will be made available in a form accessible to persons with disabilities and persons with limited English proficiency upon request. If you require interpreter assistance, an assistive listening device, large print material or other accommodation, call 503-588-7975 at least 48 hours in advance of the meeting. Hearing impaired persons are encouraged to use the relay service at (800) 735-2900 should they wish to call the above offices.

June 2, 2025

Daily Journal of Commerce
1618 SW First Ave., Suite 400
Portland, OR, 97201
Phone: 503-226-1311 Fax: 503-222-5358

DJC OREGON

# Affidavit of Publication

To: Marion County - Steve Dickey
Po Box 14500
Salem, OR, 973095036

Re: Legal Notice 4062352, DRAFT ANNUAL ACTION PLAN FOR LOCAL FISCAL YEAR 2025-2026

State of OR }
} SS:
County of Multnomah }

I, Michelle A. Ropp, being duly sworn, depose and say that I am the Principal Clerk of the Daily Journal of Commerce, a newspaper of general circulation in the counties of CLACKAMAS, MULTNOMAH, and WASHINGTON as defined by ORS 193.101 and 193.020, published in Portland in the aforesaid County and State; that I know from my personal knowledge that the notice described as:
DRAFT ANNUAL ACTION PLAN FOR LOCAL FISCAL YEAR 2025-2026
MARION COUNTY
a printed copy of which is hereto annexed, was published in the entire issue of said newspaper 1 time(s) in the following issues:
**06/04/2025**.

**SEE EXHIBIT A**

State of Oregon
County of Multnomah

SIGNED OR ATTESTED BEFORE ME ON 6th day of June 2025

By: Michelle A Ropp

Michelle A. Ropp

By: N. Bjork

OFFICIAL STAMP
NICHOLAS BJORK
NOTARY PUBLIC - OREGON
COMMISSION NO. 1044188
MY COMMISSION EXPIRES JANUARY 10, 2028

Nicholas Bjork
Notary Public, State of OR
No. 1044188
My commission expires on January 10, 2028

## MARION COUNTY
### NOTICE OF PUBLIC HEARING DRAFT ANNUAL ACTION PLAN FOR LOCAL FISCAL YEAR 2025-2026 PROJECTED USE OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) and HOME INVESTMENT PARTNERSHIPS (HOME) FUNDS

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AVISO PÚBLICO

AVISO DE AUDIENCIA PÚBLICA

PROYECTO DE PLAN DE ACCIÓN ANUAL PARA EL EJERCICIO FISCAL LOCAL 2025-2026

PROYECCIÓN DE UTILIZACIÓN DE LOS FONDOS DE LA SUBVENCIÓN DE DESARROLLO COMUNITARIO (CDBG) y DE LAS SOCIEDADES DE INVERSIÓN EN EL HOGAR (HOME)\

Propósito del Plan de Acción Anual: El Plan de Acción Anual proporciona una estrategia para el uso de los Fondos CDBG y HOME que se espera reciba del Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos. El Condado de Marion tiene la intención de asignar estos fondos durante el Año Fiscal Local 2025-2026 para actividades elegibles en el logro de los objetivos del Plan Consolidado del Condado.

Comentarios públicos sobre el Plan de Acción Anual: El proyecto del Plan de Acción Annual para el año fiscal 2025-2026 estará disponible en el sitio web de los Servicios Comunitarios del condado de Marion a partir del 2 de Junio de 2025. Los residentes que no tienen acceso a Internet pueden ponerse en contacto con Steve Dickey, Gerente del Programa CDBG/HOME en 555 Court Street NE P.O. Box 14500 Salem, OR 97309 para solicitar una copia imprimida. Los comentarios orales y escritos que se reciban hasta las 5:00 p.m. del 7 de Julio de 2025, serán considerados y se harán cambios si se consideran apropiados antes de presentar el plan final al HUD. Se incluirá un resumen de todos los comentarios, con las razones de cualquier comentario no incorporado, en el Plan de Acción Anual presentado al HUD.

Se realizará una Audiencia Pública el 9 de Julio de 2025, a las 9:00 a.m. en la Sala de Audiencias del Senador ubicada en 555 Court Street NE, Salem OR 97301.

Acceso de personas con discapacidades y de personas con un nivel de inglés limitado: Se pondrán a disposición copias del Proyecto de Plan de Acción Anual y/o un resumen ejecutivo en una forma accesible para las personas con discapacidades y personas con conocimientos limitados de inglés, a petición de los interesados. Si necesita la ayuda de un intérprete, un dispositivo de ayuda a la audición, material con letra grande u otras adaptaciones, llame al 503-588-7975 por lo menos 48 horas antes de la reunión. Se anima a las personas con discapacidad auditiva a utilizar el servicio de retransmisión al 503-588-5168 si desean llamar a las oficinas mencionadas.

Published Jun. 4, 2025. 4062352

Carpenter Media Group
OREGON
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P.O. Box 45 West Linn, OR 97068
Phone: 503-684-0360 Fax: 503-620-3433
E-mail: legals@commnewspapers.com

# AFFIDAVIT OF PUBLICATION

State of Oregon, County of Marion, ss I, Kristine Humphries, being first duly sworn, depose and say that I am the Principal Clerk of the Business Tribune, a newspaper of general circulation, published in Marion County, Oregon, as defined by ORS 193.010 and 193.020, that

**Ad#: 336673**
**Owner: Marion County**
**Description: PUBLIC NOTICE**
**NOTICE OF PUBLIC HEARING**

**SEE EXHIBIT A**

A copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 week(s) in the following issue:
**08/20/2024**

Kristine Humphries (Principal Clerk)

Subscribed and sworn to before me this 08/20/2024.

NOTARY PUBLIC FOR OREGON

Acct #: 147178
**Attn: TERRI DARVELL**
MARION COUNTY COMMUNITY SERVICES
555 COURT ST, NE STE 3120
SALEM, OR 97301

OFFICIAL STAMP
DESERI KIM CERRUTI
NOTARY PUBLIC - OREGON
COMMISSION NO. 1014575
MY COMMISSION EXPIRES JULY 18, 2025

**PUBLIC NOTICE**

**NOTICE OF PUBLIC HEARING**

**Notice of Public Hearing and Comment Period on Marion County's Consolidated Annual Performance and Evaluation Report (CAPER)**

Marion County's Community Development Division announces a 15-day comment period on its 2023 Consolidated Annual Performance and Evaluation Report (CAPER), prior to the submission of the report to the U.S. Department of Housing and Urban Development (HUD). The public comment period is August 20, 2024 – September 4, 2024. The Draft CAPER report can be found at: www.co.marion.or.us/CS/Pages/Community-Development. The CAPER summarizes annual accomplishments and assesses progress toward meeting the vision in the Consolidated Plan for the use of Community Development Block (CDBG) and HOME Investment Partnership funds.

A public hearing will be held on Wednesday, September 18, 2024 at 9:30 a.m. in the Senator Hearing Room located at 555 Court Street NE, Salem OR. 97301.

Comments may be submitted in writing from August 20, 2024 through September 4, 2024 to Steve Dickey, CDBG/HOME Program Manager, P.O. Box 14500 Salem, OR. 97309 or sent via e-mail to: sdickey@co.marion.or.us.

If you require interpreter assistance, an assistive listening device, large print material or other accommodations, please call 503-588-5212 at least 48 hours in advance of the meeting. TTY 503-588-5168

**AVISO PÚBLICO**

**AVISO DE AUDIENCIA PÚBLICA**

**Aviso de Audiencia Pública y Periodo de Comentarios sobre el Informe Anual Consolidado de Rendimiento y Evaluación del Condado de Marion (CAPER)**

La División de Desarrollo Comunitario del Condado de Marion anuncia un período de comentarios de 15 días sobre su Informe Anual Consolidado de Rendimiento y Evaluación (CAPER) de 2023, antes de la presentación del informe al Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD). El período de comentarios públicos es del 20 de agosto al 4 de septiembre de 2024. El borrador del informe CAPER se puede encontrar en: www.co.marion.or.us/CS/Pages/Community-Development. El resumen del CAPER resume los logros anuales y quinquenales y evalúa el progreso hacia el cumplimiento de la visión en el Plan Consolidado para el uso los fondos de Subvención en Bloque para el Desarrollo Comunitario (CDBG) y Programa de Sociedades para la Inversión de Vivienda (HOME).

Se celebrará una audiencia pública el miércoles 18 de septiembre de 2024 a las 9:30 a.m. en la Sala de Audiencias del Senador ubicada en 555 Court Street NE, Salem OR. 97301

Los comentarios pueden presentarse por escrito el 20 de agosto del 2024 hasta el 4 de septiembre de 2024 a Steve Dickey, Gerente del Programa CDBG/HOME, P.O. Box 14500 Salem, OR. 97309 o por correo electrónico a sdickey@co.marion.or.us.

Si necesita servicios de interpretación, un equipo auditivo, material copiado en letra grande o cualquier otra acomodación, por favor llame al 503-588-5212 al menos 48 horas antes de la reunión. TTY 503-588-5168

Published August 20, 2024.

BT336673

PUBLIC NOTICE

NOTICE OF PUBLIC HEARING

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PROJECTED USE OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) and
HOME INVESTMENT PARTNERSHIPS (HOME) FUNDS

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**Propósito del Plan de Acción Anual**: El Plan de Acción Anual presenta una estrategia detallada para el uso de los Fondos CDBG y HOME que se espera reciba el Condado durante el Año Fiscal Local 2025-2026 para implementar actividades elegibles en el logro de los objetivos del Plan Consolidado del Condado: Año Fiscal 2021-2025.

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# CDBG and HOME
# SF-424 Forms and Certification Forms

C

OMB Number: 4040-0004
Expiration Date: 11/30/2025

## Application for Federal Assistance SF-424

| * 1. Type of Submission: | * 2. Type of Application: | * If Revision, select appropriate letter(s): |
|---|---|---|
| ☐ Preapplication | ☒ New | |
| ☒ Application | ☐ Continuation | * Other (Specify): |
| ☐ Changed/Corrected Application | ☐ Revision | |

| * 3. Date Received: | 4. Applicant Identifier: |
|---|---|
| 07/09/2025 | |

| 5a. Federal Entity Identifier: | 5b. Federal Award Identifier: |
|---|---|
| | |

**State Use Only:**

| 6. Date Received by State: | 7. State Application Identifier: |
|---|---|
| | |

**8. APPLICANT INFORMATION:**

| | |
|---|---|
| * a. Legal Name: | Marion County |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): | 93-6002307 |
| * c. UEI: | V41YWDPFVWW8 |

**d. Address:**

| | |
|---|---|
| * Street1: | 555 Court Street #1236 |
| Street2: | |
| * City: | Salem |
| County/Parish: | |
| * State: | OR: Oregon |
| Province: | |
| * Country: | USA: UNITED STATES |
| * Zip / Postal Code: | 97301-3736 |

**e. Organizational Unit:**

| Department Name: | Division Name: |
|---|---|
| | |

**f. Name and contact information of person to be contacted on matters involving this application:**

| | | | |
|---|---|---|---|
| Prefix: | | * First Name: | Steve |
| Middle Name: | | | |
| * Last Name: | Dickey | | |
| Suffix: | | | |

| | |
|---|---|
| Title: | |
| Organizational Affiliation: | |
| * Telephone Number: | 503-373-4334 |
| Fax Number: | |
| * Email: | sdickey@co.marion.or.us |

## Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

US Department of Housing and Urban Development

**11. Assistance Listing Number:**

14.218

Assistance Listing Title:

Community Development Block Grants/Entitlement Grants

*** 12. Funding Opportunity Number:**

* Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

2025 CDBG Community Development

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

## Application for Federal Assistance SF-424

**16. Congressional Districts Of:**

* a. Applicant: OR-006 | * b. Program/Project: OR-006

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

**17. Proposed Project:**

* a. Start Date: 07/01/2025 | * b. End Date: 06/30/2026

**18. Estimated Funding ($):**

| | |
|---|---|
| * a. Federal | 1,420,109.00 |
| * b. Applicant | |
| * c. State | |
| * d. Local | |
| * e. Other | |
| * f. Program Income | 50,000.00 |
| * g. TOTAL | 1,470,109.00 |

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

**21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

| | |
|---|---|
| Prefix: | |
| * First Name: | Jan |
| Middle Name: | |
| * Last Name: | Fritz |
| Suffix: | |
| * Title: | Chief Administrative Officer |
| * Telephone Number: | (503) 588-5212 |
| Fax Number: | |
| * Email: | jfritz@co.marion.or.us |
| * Signature of Authorized Representative: | Jan Fritz |
| * Date Signed: | 5/28/2025 |

H.

OMB Number: 4040-0004
Expiration Date: 11/30/2025

## Application for Federal Assistance SF-424

| * 1. Type of Submission: | * 2. Type of Application: | * If Revision, select appropriate letter(s): |
|---|---|---|
| ☐ Preapplication | ☒ New | |
| ☒ Application | ☐ Continuation | * Other (Specify): |
| ☐ Changed/Corrected Application | ☐ Revision | |

| * 3. Date Received: | 4. Applicant Identifier: |
|---|---|
| 07/09/2025 | |

| 5a. Federal Entity Identifier: | 5b. Federal Award Identifier: |
|---|---|
| | |

**State Use Only:**

| 6. Date Received by State: | 7. State Application Identifier: |
|---|---|
| | |

**8. APPLICANT INFORMATION:**

| | |
|---|---|
| * a. Legal Name: | Marion County |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): | 93-6002307 |
| * c. UEI: | V41YWDPFVWW8 |

**d. Address:**

| | |
|---|---|
| * Street1: | 555 Court Street #1236 |
| Street2: | |
| * City: | Salem |
| County/Parish: | |
| * State: | OR: Oregon |
| Province: | |
| * Country: | USA: UNITED STATES |
| * Zip / Postal Code: | 97301-3736 |

**e. Organizational Unit:**

| Department Name: | Division Name: |
|---|---|
| | |

**f. Name and contact information of person to be contacted on matters involving this application:**

| | | | |
|---|---|---|---|
| Prefix: | | * First Name: | Steve |
| Middle Name: | | | |
| * Last Name: | Dickey | | |
| Suffix: | | | |

| | |
|---|---|
| Title: | |
| Organizational Affiliation: | |
| * Telephone Number: | 503-373-4334 |
| Fax Number: | |
| * Email: | sdickey@co.marion.or.us |

## Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

US Department of Housing and Urban Development

**11. Assistance Listing Number:**

14.239

Assistance Listing Title:

HOME Investment Partnerships Program

*** 12. Funding Opportunity Number:**

* Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

2025 HOME Investment Partnerships (Homebuyer Assistance)

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

## Application for Federal Assistance SF-424

**16. Congressional Districts Of:**

* a. Applicant: OR-006 | * b. Program/Project: OR-006

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

**17. Proposed Project:**

* a. Start Date: 07/01/2025 | * b. End Date: 06/30/2026

**18. Estimated Funding ($):**

| | |
|---|---|
| * a. Federal | 494,533.61 |
| * b. Applicant | |
| * c. State | |
| * d. Local | |
| * e. Other | |
| * f. Program Income | |
| * g. TOTAL | 494,533.61 |

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

**21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix: | * First Name: Jan

Middle Name:

* Last Name: Fritz

Suffix:

* Title: Chief Administrative Officer

* Telephone Number: (503) 588-5212 | Fax Number:

* Email: jfritz@co.marion.or.us

* Signature of Authorized Representative:  | * Date Signed: 5/28/2025

## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan --** It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3 --** It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

Signature of Authorized Official

5/28/2025
Date

Chief Administrative Officer
Title

**Specific Community Development Block Grant Certifications**

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2024,2025,2026[a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance with Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

**Compliance with Laws** -- It will comply with applicable laws.

Signature of Authorized Official

5/28/2025
Date

Chief Administrative Officer
Title

**APPENDIX TO CERTIFICATIONS**

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

**Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

**Subsidy layering** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature of Authorized Official

5/28/2025
Date

Chief Administrative Officer
Title

# Summary of Public Comments
# on the
# 2025-2026 Marion County CDBG/HOME
# Annual Action Plan

No comments were received during the 30-day public comment period.