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COUNCIL REGULAR SESSION

Zoom Video Conference
<https://ci.manzanita.or.us>

AGENDA

February 9, 2022
06:00 PM Pacific Time

Video Meeting: Council will hold this meeting through video conference. The public may watch live on the [city's website](#), or by joining the Zoom webinar:

<https://us02web.zoom.us/j/83433689606>

Call in number:

+1 253 215 8782

Please note that a passcode is not required to enter the webinar.

Note: agenda item times are estimates and are subject to change.

1. CALL TO ORDER (6:00 p.m.)

2. AUDIENCE PARTICIPATION (6:01 p.m.)

Comments must be limited to city business topics that are not on the agenda. A topic may not be discussed if the topic record has been closed. All remarks should be directed to the whole Council. The presiding officer may refuse to recognize speakers, limit the time permitted for comments, and ask groups to select a spokesperson. **Comments may also be submitted in writing before the meeting, by mail, e-mail (to cityhall@ci.manzanita.or.us), or in person to city staff.**

3. CONSENT AGENDA (6:15)

Consent items are not discussed during the meeting; they are approved in one motion and any Council member may remove an item for separate consideration.

A. Approval of Minutes

a. January 5, 2022 Workshop

b. January 5, 2022 Regular Session

B. Approval of Bills

4. NEW BUSINESS (6:20)

A. Tillamook County Coordinated Homeless Response Pilot – HB 4123
Commissioner Erin Skaar, Tillamook County Commission

B. Audit Report for Fiscal Year 2021
Kori Sarrett, CPA, Accuity CPA (Auditor)

- C. Building and Planning Permit Tech Position
Leila Aman, City Manager
Scott Gebhart, Building Official
- D. Short Term Rental Committee
Jo Newhouse, STR Workgroup Chair
- E. EVCNB Permit
Lee Hiltenbrand, EVCNB
- F. Vehicle Surplus Property
Dan Weitzel, Public Works Director

5. OLD BUSINESS (7:40 p.m.)

- A. Foredune Management – Next Steps
Leila Aman, City Manager

6. CITY MANAGER REPORT (8:10)

7. INFORMATION AND ADJOURN (8:15)

CITY OF
MANZANITA



COUNCIL PACKET

CITY OF MANZANITA
January 5, 2022
CITY COUNCIL SPECIAL WORKSHOP

CALL MEETING TO ORDER: The meeting was called to order by Mayor Scott at 3:00 P.M. January 5, 2021 via Zoom.

ROLL: Members present were: Mike Scott, Linda Kozlowski, Steve Nuttall, Hans Tonjes, and Jerry Spegman. Staff Present: Leila Aman, Erik Harth, Dan Weitzel, Scott Gebhart, Nina Aiello, and Judy Wilson.

1. PUBLIC FINANCING OPTIONS FOR CITY HALL:

City Manager Aman discussed financing options available to the City for funding the new City Hall project, including a USDA loan, loans from a private bank, loans from municipal finance companies, and general obligation bonds. Aman stated that a USDA loan was the first option reviewed but is not viable for the City as there must be no other financing options available. Piper Sandler Senior Vice President John Peterson gave a presentation the different kinds of bonds available for financing. Peterson discussed the requirements for each type of bond, and what impacts they may have on the City.

2. FOREDUNE MANAGEMENT:

Department of Land Conservation and Development Coastal Shores Specialist Meg Reed gave a presentation on the Oregon coast management of foredunes. Reed stated that the goal of the Department of Land Conservation and Development is to protect beach and dune areas while allowing for appropriate development. Reed discussed the importance of dunes, the different types of grading, and the requirements and challenges of dune grading.

DOGAMI Coastal Geomorphologist Dr. Jonathan Allan gave a presentation on beach dunes. Allen discussed the natural processes that drive coastal changes and addressed recent geological changes to our local beaches.

Mayor Scott adjourned the meeting at 5:09 pm

MINUTES APPROVED THIS
9th Day of February, 2022

Michael Scott, Mayor

Attest:

Leila Aman, City Manager

CITY OF MANZANITA
January 5, 2022
CITY COUNCIL MEETING

- 1. CALL MEETING TO ORDER:** The meeting was called to order January 5, 2022 at 6:00 P.M. via Zoom by Mayor Mike Scott.

ROLL: Members present were: Mayor Mike Scott, Linda Kozlowski, Steve Nuttall, Hans Tonjes, and Jerry Spegman. Staff present: City Manager Leila Aman, Police Chief Erik Harth, Public Works Director Dan Weitzel, Building Official Scott Gebhart, Finance & Administrative Specialist Nina Aiello, and License & Ordinance Specialist Judy Wilson.

AUDIENCE INTRODUCTION: There were 44 people in attendance

- 2. PUBLIC COMMENTS AND COMMUNICATIONS:** There were three comments from the public regarding the proposed Cherry St. Trail, foredune management, and the value of all City owned property.

3. CONSENT AGENDA:

- A.** APPROVAL OF MINUTES – December 8, 2021 City Council Special Workshop, December 8, 2021 City Council Meeting, and December 13, 2021 Special City Council Meeting

- B.** APPROVAL OF BILLS FOR PAYMENT

A motion was made by Tonjes, seconded by Kozlowski, to approve the consent that includes approval of the December 8, 2021 City Council Special Workshop, December 8, 2021 City Council Meeting, December 13, 2021 Special City Council Workshop; approve payment of bills and all subsequent bills subject to approval by the Mayor or Council President and City Manager; Motion passed unanimously.

- 4. PUBLIC HEARING:** City Manager Aman presented her recommendation to Council that they find the City exempt from using the Competitive Bidding Process under ORS 279c.335(2) for the Manzanita City Hall Project. Aman recommends the City use the Construction Manager / General Contractor (CM/GC) alternative contracting process to select a contractor for the project.

Mayor Mike Scott opened the Public Hearing at 6:25 PM and closed it at 6:30 PM. One comment was made.

A motion was made by Tonjes, seconded by Nuttall, to adopt the findings in support of an exemption from the competitive bidding process under ORS 279c.335(2) for the Manzanita City Hall project. Motion passed 4-1 with Councilor Spegman objecting.

NEW BUSINESS:

A. Foredune Management Presentation – Meg Reed Coastal Shores Specialist, Department of Land Conservation and Development and Dr. Jonathan Allan Coastal Geomorphologist, DOGAMI – Council formed a consensus to have City Manager Aman move the issue of foredune management to the February 9, 2022 City Council meeting for further review; and to begin working with the City Attorney to draft findings for a potential moratorium on grading for views until the foredune management plan has been updated.

B. Heart of Cartm “Trashion” – Special Event Permit continued from December – City Manager Aman provided recommendations for the approval of a special event requesting to serve alcohol. Requirements include a certificate of insurance and additional coverage, a license from OLCC, and liquor liability coverage.

A motion was made by Kozlowski, seconded by Spegman, to approve the Heart of Cartm “Trashion” Special Event Permit. Motion passed unanimously.

C. Determination of Nuisance – 470 North Street – Police Chief Erik Harth – Police Chief Harth provided an overview of the property in disrepair located at 470 North Street. Harth provided background of the property, the current status, the process of abatement should the City decide to move forward with cleanup, and requirements for the determination of a nuisance.

A motion was made by Spegman, seconded by Kozlowski, to determine the property located at 470 North a nuisance. Staff will issue a notice of abatement and if there is no response or action by the owner, staff will return to Council with a cost and time estimate to abate the property.

D. Police Department update – Police Chief Erik Harth – Police Chief Harth provided an update on the Manzanita Police Department. Harth discussed staff, officer shifts, police contracts, agencies they work with, community service activities, types of calls they receive, and the impacts of COVID on the department.

E. Reopening City Hall – Mayor Mike Scott – Mayor Scott discussed reopening City Hall to the public and resuming in person meetings. Scott stated that because of extremely limited space in the temporary City Hall building and the increased cases of COVID in our community, City Hall will remain closed to the public. Mayor Scott and City Manager Aman will reevaluate in six months.

F. Resolution 22-01 2022 City Council Goals – City Manager Leila Aman – City Manager Aman presented Resolution 22-01 adopting Council goals for 2022. Aman provided an overview of each goal, including “level up Manzanita”, “budget forward Manzanita”, and “envision Manzanita”.

A motion was made by Kozlowski, seconded by Tonjes, to approve Resolution 21-01 A Resolution of the City Council of the City of Manzanita, Oregon, adopting Council goals for 2022. Motion passed unanimously.

OLD BUSINESS:

A. City Hall Construction Project Update – City Manager Leila Aman – City Manager Aman provided an update on the City Hall construction project. Aman stated that the Architect request for proposal has been extended to January 25, 2022, and she is working towards releasing a Construction Manager / General Contractor request for proposal following Council's approval of the findings presented at the Public Hearing. The old City Hall building has been emptied and is ready to be listed for sale at a list price of \$850,000.

CITY MANAGER'S REPORT –

A. City Manager Leila Aman – City Manager Aman stated that the ballot box in front front of the old City Hall building will be moved next to the bus station on 5th St. Aman is in the process of finalizing a contract with Tillamook Coast Visitors Association for an interim Visitors Center Coordinator. ODOT will hold a community conversation on January 26, 2022 at 6:00 pm regarding the Three Village Transportation System Plan and Aman encourages community participation.

Miscellaneous:

1. The City of Manzanita will hold Municipal Court on January 14, 2022 at 1:30 pm. Due to COVID-19 restrictions court continues to remain closed to the public.
2. City Hall will be closed January 17, 2022 in observance of Martin Luther King Jr. day.
3. The State of the City will be held January 18, 2022 at 4:00 via zoom.
4. Planning Commission will be held January 24, 2022 at 4:00 via zoom.

Mayor Scott adjourned the meeting at 8:57 p.m.

**MINUTES APPROVED THIS
9th Day of February, 2022**

Michael Scott, Mayor

Attest:

Leila Aman, City Manager

City Council Meeting
January 5, 2022

BILLS FOR APPROVAL OF PAYMENT

From 1/1/2022 - 1/31/2022

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	Underhill	ROADS	Visitors Cnt	WATER
ACCUTY (CITY AUDITORS)	\$4,500.00	\$4,500.00								
BACKFLOW MNGMT (BACKFLOW TESTING)	\$375.00									\$375.00
BOYDS (MAINT & SUPPLIES)	\$48.78							\$48.78		
CASELLE (FINANCIAL SOFTWARE)	\$1,049.00	\$551.00								\$498.00
CHARTER (INTERNET SERVICE)	\$569.91	\$214.98	\$124.98						\$104.97	\$124.98
CITY OF NEHALEM (FINES & ASSESSMENTS)	\$1,500.00				\$1,500.00					
CITY OF WHEELER (FINES & ASSESSMENTS)	\$1,436.00				\$1,436.00					
COLUMBIA PACIFIC (ANNUAL MEMBERSHIP)	\$250.00	\$250.00								
DMV (DRIVING RECORDS)	\$1.05				\$1.05					
ENGULD MARINE (SUPPLIES)	\$5.00							\$5.00		
FEDERAL SURPLUS (SUPPLIES)	\$100.00									\$100.00
FASTENAL (HARDWARE)	\$874.16									\$874.16
FERGUSON (PLUMBING SUPPLIES)	\$500.00									\$500.00
GALLS (SUPPLIES)	\$264.88		\$264.88							
GOVOS (ANNUAL SUBSCRIPTION)	\$1,165.00	\$1,165.00								
LARRY BLAKE (JUDICIAL SERVICES)	\$400.00				\$400.00					

BILLS FOR APPROVAL OF PAYMENT

From 1/1/2022 - 1/31/2022

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	Underhill	ROADS	Visitors Cnt	WATER
LARRY MYERS (ANNUAL XMAS TREE)	\$100.00								\$100.00	
LES SCHWAB (VEHICLE MAINTENANCE)	\$271.96							\$271.96		
MANZANITA LUMBER (BUILDING MATERIALS)	\$113.19							\$113.19		
MILLER NASH (CITY ATTORNEY)	\$7,478.50	\$4,687.50					\$2,791.00			
NEHALEM BAY READY MIX (SUPPLIES)	\$1,793.97							\$1,793.97		
NEHALEM LUMBER (BUILDING MATERIALS)	\$12.85									\$12.85
N. COAST CIVIL DESIGN (ENGINEERING SERVICES)	\$13,994.50							\$6,745.35		\$7,249.15
ONE ELEVEN (IT SERVICES)	\$3,040.00	\$2,450.00		\$180.00					\$210.00	\$200.00
ONE ELEVEN (EQUIPMENT)	\$3,310.00	\$3,310.00								
OCCMA (ANNUAL RENEWAL)	\$222.74	\$222.74								
OR DEPT OF REVENUE (FINES & ASSESSMENTS)	\$1,000.00				\$1,000.00					
PAC OFFICE (COPY/POSTAGE SERVICE)	\$137.00	\$68.50		\$13.70	\$27.40					\$27.40
PORT OF TILL. BAY (ROW FEE)	\$1,228.00									\$1,228.00
RHYNO NETWORKS (IT SERVICES)	\$374.60	\$216.00	\$66.00							\$92.60
RTI (PHONE SERVICE)	\$500.47	\$62.14	\$102.79	\$19.12	\$14.34					\$302.08

BILLS FOR APPROVAL OF PAYMENT

From 1/1/2022 - 1/31/2022

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	Underhill	ROADS	Visitors Cnt	WATER
SAIF (WORKERS COMP INS)	\$1,242.10	\$13.31	\$430.98		\$1.72	\$35.77		\$152.71		\$607.61
SHELDON OIL CO. (FUEL)	\$1,363.34		\$908.58	\$43.08		\$20.58		\$102.92		\$288.18
STAPLES (OFFICE SUPPLIES)	\$147.99	\$147.99								
TILLAMOOK CO. PAYABLE (FINES & ASSESSMENTS)	\$336.00				\$336.00					
TILLAMOOK PUD (ELECTRIC SERVICE)	\$4,448.98	\$209.58	\$299.76	\$16.71	\$11.93	\$77.76	\$43.25	\$609.00	\$103.56	\$3,077.43
US BANK (CITY VISA)	\$6,373.96	\$309.63	\$199.81					\$191.66	\$152.30	\$5,520.56
VALVOLINE (VEHICLE MAINTENANCE)	\$87.99		\$87.99							
VERIZON (CELL & DESK PHONE SERVICE)	\$1,183.56	\$314.71	\$347.92	\$118.65					\$69.33	\$332.95
WA. FEDERAL (SEMI ANNUAL BOND PYMT)	\$77,666.22						\$77,666.22			
TOTALS	\$139,466.70	\$18,693.08	\$2,833.69	\$391.26	\$4,728.44	\$134.11	\$80,500.47	\$10,034.54	\$740.16	\$21,410.95

City-County Coordinated Homeless Response Pilots (LC 218)

LC 218 establishes locally led, regional housing coordination through 8 pilots across the state. Each pilot will receive \$1 million in state funding over two years to operationalize coordinated offices to strengthen their communities' homeless response. These pilots are not intended to be duplicative of existing work in the community, nor are they intended to take on the role of direct service delivery. Instead, these pilots will:

- Provide high-level coordination, centralized communication, and strategic visioning;
- Identify opportunities to more effectively leverage existing funds and access new resources; and
- Create a more equitable, accessible and responsive system for their residents experiencing homelessness.

LC 218 sets out minimum standards for each pilot, including:

- Sign an IGA with regional partners to manage and facilitate the coordinated homeless response office;
- Establish an oversight board, consisting of members from each participating local government;
- Develop a 5-year strategic plan to identify gaps in their community's homeless services, in coordination with community partners and existing efforts;
- Commit to continued, sustained funding beyond the first 2 years of state funding; and
- Report back to the legislature and OHCS on local progress, opportunities, and challenges to inform future state homeless funding and policy decisions

These standards provide a basic structure for accountability and the reasonable use of funds while giving communities the flexibility to model local best practices and create efficiencies in their regional homeless response systems, all in the name of improving access to resources and services for Oregonians experiencing homelessness. The required coordination with existing community partners, culturally specific organizations, and state and federal systems intends to build on Oregon's developing homeless response strategy, including critical connections to permanent affordable housing.

LC 218 requests \$8 million for 8 pilots in the following communities:

- Benton County/City of Corvallis
- Coos County/City of Coos Bay/City of North Bend
- Deschutes County/City of Bend/City of Redmond
- Hood River County/Wasco County/Sherman County/City of The Dalles/City of Hood River/Mid-Columbia Community Action Counsel
- Lincoln County/Lincoln City/City of Newport/City of Toledo
- Polk County/Falls City/City of Monmouth/City of Independence/City of Willamina/City of Dallas/Confederated Tribes of Grand Ronde/Mid-Willamette Valley Community Action Agency
- Tillamook County/City of Tillamook/Bay City/City of Garibaldi/City of Rockaway Beach/City of Wheeler/City of Manzanita/Community Action Resource Enterprises Inc. (CARE)
- Umatilla County/City of Hermiston/City of Stanfield/City of Echo/City of Umatilla



For more information, please contact: Representative Jason Kropf at rep.jasonkropf@oregonlegislature.gov
Sabrina Riggs, AOC Lobbyist at sabrina@daltonadvocacy.org
Ariel Nelson, LOC Lobbyist at anelson@orcities.org

Updated 1/13/2022



BOARD OF COMMISSIONERS



CITY OF BEND

December 8, 2021

Ariel Nelson, League of Oregon Cities
Lizzy Atwood-Willis, Association of Oregon Counties
Sent via email

Dear LOC and AOC:

We are pleased to submit this letter on behalf of the City of Bend and Deschutes County to formally express interest on behalf of our organizations to be included in the City/County Homelessness Coordination Pilot.

In terms of readiness, the City of Bend partnered with Deschutes County to create an Emergency Homelessness Task Force. Task Force participation included elected officials and staff from the City and County, representatives from non-profit agencies, and law enforcement. The purpose of the Task Force is to inform the City and County on collaborative opportunities and develop actions toward ending houselessness.

The group recently completed work on the following tools to improve coordination and outcomes related to homelessness: a community vision, mission statement, milestones, and strategic plan. We see participation in the City/County Homeless Coordination Pilot program as an important next step to implement the strategic plan and improve our local coordinated homeless response.

Deschutes County Commissioners and City of Bend Councilors are committed to the short and long-term commitment of a Joint Office on Homelessness; support the notion that our organizations need to seek out or provide funding after the first two years of state funding; and have reviewed and support the general draft framework of the bill as proposed.

The Board of Commissioners and City Councilors will have a joint meeting in January to review a draft IGA that will outline the structure of the Joint Office on Homelessness and roles and responsibilities of the City and County. Finally, the other cities in Deschutes County (Redmond, La Pine, and Sisters) have expressed interest with participating in the Joint Housing Office.

In addition, we look forward to working with LOC, AOC, and the state legislature to create flexibility in our land use system to allow for managed locations for people who are houseless as well as spots for campers/RVs/vans. We simply need more options to provide shelter and move away from unsanctioned encampments on public lands.

Thank you for the consideration to be one of the pilot communities for Representative Jason Kropf's Homeless Coordination Pilot bill.

Sincerely,

Sally Russell
City of Bend Mayor

Anthony DeBone
Chair, Deschutes Board of County Commissioners

December 9, 2021

To: Lizzy Atwood Mills, AOC

Ariel Nelson, LOC

From: Xan Augerot, Chair Benton Board of Commissioners & HOPE Advisory Board member

Re: City/County Homeless Coordination Pilot

Please accept this memorandum as our Letter of Interest for consideration as a city-county pilot under the legislative concept proposed by Rep Kropf. Our answers to the core questions are below.

- **Please indicate if your boards have indicated majority interest in this pilot concept and understand the details of the short and long-term commitment. Please include all City/County partners that will be included, and the status of the agreement to move forward.**

Just before the COVID-19 pandemic hit, Benton County and Corvallis signed a MOU and established a joint advisory body regarding homelessness, called Home, Opportunity, Planning and Equity (HOPE). The MOU and HOPE by-laws contain a provision for expansion to include additional cities. Though there has been interest from Philomath, funding and staff capacity have been an obstacle for them.

Although we were able to hold only two in-person meetings prior to COVID, our collaboration has made significant progress. The HOPE Board advanced a suite of twelve broad recommendations to the Corvallis Council and Benton Board of Commissioners. The two elected bodies accepted the recommendations and established priorities for action. However, due to insufficient local government and community-based organization staff capacity, our work is at risk of foundering.

- **Please indicate if there is mutual agreement to seek out or provide funding after the first two years of state funding.**

At present, Corvallis and Benton County have invested in one full-time coordinator. City Council and Board of Commissioners recognize the need for three additional, vital functions – project management (site and housing project development), communications, and fundraising. State funds would allow our coordination to grow beyond a concept to a reality. Raising ongoing funding would be a key element of the two-year pilot.

- **Please indicate that you have reviewed the draft framework of the bill as proposed (attached), and that there is general agreement to abide by the policy as it is laid out (suggestions will be welcome after the initial bill draft is drafted).**

Our current MOU and HOPE Advisory Board bylaws address all elements envisioned in the 5-year strategic plan except for long-term funding. Council and Board of Commissioners recognize the need to create a long-term funding plan, but have not yet committed to dedicated grant writing staff.

HOPE bylaws specify role membership for Corvallis City Council, County Board of Commissioners, Community Services Consortium (member of Rural Oregon Continuum of Care), and a business community representative. If we add another city to the MOU, a councilor from that jurisdiction will also become a role member. Bylaws specify that the remaining 16 members be drawn from a broad cross-section of our communities, with emphasis on lived experience and diverse racial and ethnic representation. We have regularly consulted with the Confederated Tribes of Grand Ronde and Siletz.

- Please describe any **recent or current regional coordination** on homelessness response among your jurisdictions and local provider partners and how a coordinated office would align with or strengthen current efforts.

In late 2019, the City of Corvallis and Benton County signed a Memorandum of Understanding to jointly fund a program coordinator position to facilitate and coordinate joint efforts on homelessness policy and planning, through a joint advisory board. The Home, Opportunity, Planning, and Equity (HOPE) Advisory Board has worked since December 2019 to research, collect data, engage the community, and create policy recommendations regarding housing and homelessness for the City of Corvallis and Benton County. The Bylaws that govern this board mandate a systems and data-driven approach, prioritizing by racial and ethnic justice, prioritizing our most vulnerable community members, and engaging the whole community with outreach efforts. The HOPE Board's work resulted in the completion of policy recommendations in spring 2021 that were unanimously accepted by Corvallis City Councilors and Benton County Commissioners.

Following the acceptance of the HOPE Board's recommendations in summer 2021, staff with the City of Corvallis and Benton County engaged with local homeless service providers to make immediate and long-term improvements in our shelter to housing continuum. City and County staff have met weekly with the Executive Directors of our homeless service providers to engage in regional and collaborative work to find site locations, identify new funding streams, and brainstorm solutions to the workforce shortage. City, county, and non-profit leaders continue to meet on a weekly basis to coordinate efforts and improve our collaborative approach to homelessness solutions.

The HOPE program coordinator, housed at the Benton County Health Department, has stretched beyond supporting the HOPE Advisory Board to advance the local and regional homelessness and housing agenda in a variety of ways. At present, the coordinator:

- Facilitates meetings with local homeless service providers on a monthly basis, to share updates, collaborate on immediate solutions, and serve as liaison for questions that can be routed to the appropriate City or County department.
- Provides homelessness updates to local service organizations, Chambers of Commerce, and other interested organizations, such as the Corvallis-Albany Chapter of the NAACP.
- Coordinates and facilitates local providers and partners to work on data improvement efforts in our homelessness data collection throughout the county, with the aim of having a robust coordinated entry system and eventually a good data portal, to improve community communications.
- Engages in regional collaborative efforts to address homelessness by routinely meeting and engaging with partners in Lane, Linn, and Lincoln counties to build regional understanding and collective impact. Our Community Action Agency, Community Services Consortium (CSC), serves Linn, Benton and Lincoln counties and is critical to our work.
- Communicates and engages with the Social Determinants of Health workgroup and the Delivery System Transformation group at Intercommunity Health Network Coordinated Care Organization (IHN-CCO) to support regional coordination on homelessness investments from Medicaid and health insurance systems.
- Engages with the Willamette Criminal Justice Council (WCJC, our LPSCC) to ensure that regional efforts to improve the justice system are communicated and understood in the homeless service provider community. The engagement with WCJC regional efforts also supports collaboration with homeless service providers and facilitating connections between criminal justice partners and our homelessness system.

Lastly, the HOPE Coordinator was recently tasked with facilitating collaboration among regional homeless service providers and substance use disorder treatment providers to collaborate on Measure 110 a Behavioral Health Resource Network (BHRN) funding proposal.

How will participation in the pilot program strengthen our efforts with added coordination capacity?

Benton County and the City of Corvallis have a clear vision to coordinate our efforts on homelessness by bringing together existing providers, other partners and community members to elevate and strengthen existing work. The joint city/county HOPE Advisory Board recommended local adoption of a hub model of care coordination to convene partners from all sectors, including law enforcement, to have the capacity to better coordinate existing services on an individualized case-by-case basis. (This type of care coordination is also called the “situation table” model.) City and County elected officials have unanimously accepted the recommendations from the HOPE Board that include this type of care coordination. The missing ingredient is staff capacity to routinely convene multi-jurisdictional partners from all sectors. This pilot funding would support this already-accepted vision for our community.

This pilot funding will support the development of a plan for coordinated communication within the City of Corvallis and throughout Benton County which encompasses three smaller cities. Staffing capacity for coordinated communication efforts has been difficult during a public health pandemic that has stretched local government staff beyond our limits. More staff capacity for coordinated communications will also support working with the Continuum of Care (CoC) to communicate, coordinate, and support CoC efforts at the local level. Benton County is a part of the Rural Oregon CoC (or RoCC) that encompasses twenty-six rural counties in Oregon without sufficient staff capacity to provide true coordination.

Last but not least, additional staff capacity will support our local efforts to figure out how to blend funding streams to leverage local/state/federal funding and have better outcomes for our most vulnerable community members. Staff capacity and funding for stipends is essential to include people who have lived experience with homelessness or are currently experiencing homelessness. This staff capacity will expand our ability to hold focus groups, develop in-person surveys, and improve two-way communication with our unhoused community members.

The structure for this added staffing capacity will likely build upon the city and county's existing intergovernmental agreement for one paid staff member (the HOPE Coordinator). Given the intent of this legislation to support coordination with one or more counties and one or more cities, it makes most sense for Benton County to oversee hiring and contracting for any necessary technical assistance.

The HOPE Advisory Board Executive Committee and local elected leaders see a clear need to increase the geographic scale of collaboration on housing and homelessness planning, project and service implementation. However, we are cognizant of the fact that the Corvallis-Benton County effort is still in early stages, and do not want to jeopardize the critically important progress we are making in our very challenged housing context. Our longer term vision (2-5 years) would be to invite collaboration from Albany and Linn County, to represent more of our commuter-shed. Linn and Benton counties share a housing authority and the services of Community Services Consortium, and have many unhoused and unstably housed constituents in common.

While we are very enthusiastic about this pilot program focusing on regional solutions to homelessness, we remain concerned that there is no coordinated State plan or clear funding strategy for service delivery. We know that an issue this complex will not be "solved" overnight. Requiring a commitment to long-term funding is likewise an obstacle for our three smaller cities to commit in this short, two-year timeframe.



December 9, 2021

Ariel Nelson
League of Oregon Cities
anelson@oregoncities.org

Lizzy Atwood-Wills
Association of Oregon Counties
latwoodwills@oregoncounties.org

RE: Pilot City/County Homeless Response Coordination

Please accept this commitment of interest from Coos Bay, North Bend, and Coos County for the City/County Homeless Response Coordination Pilot. We appreciate the opportunity to express our commitment and tell you about our current local coordination on homelessness response among our jurisdictions.

1. Our elected bodies have indicated a unanimous interest in this pilot concept and understand the short- and long-term commitments. The current partners in this effort include Coos Bay, North Bend, and Coos County. We are currently navigating this work as a joint committee and under a committee charter.
2. There is mutual agreement among the partners to seek additional funding after the first two years of state funding.
3. The parties have reviewed the draft framework of the bill as proposed, and there is general agreement to abide by the policy as it is currently set forth.
4. We would briefly set forth the highlights of some of our work here. We have been working for several years to coordinate our local homelessness response among our jurisdictions. In 2019, Coos Bay created a Homeless Workgroup and invited local stakeholders and representatives from North Bend; Coos County; the Coquille Indian Tribe; the Confederated Tribes of Coos, Lower Umpqua, and Siuslaw Indians; the Coos Bay School District; as well as several non-profits organizations to participate. We have held monthly meetings since then, and many initiatives have come out of this group, including:
 - Coos Bay has added a resource officer specializing in working with our unhoused population. The resource officer coordinates his efforts with the Nancy Devereaux Center and Coos Health and Wellness to help our citizens access resources and find ways to access resources that serve the homeless population.

- Together, we have been implementing new ordinances to regulate camping within our jurisdictions, mindful that our efforts need to be coordinated because people don't always understand when they cross municipal borders. We want to make this as easy to understand as possible.
- We received funding from Operation Turnkey to turn a local hotel into a shelter for COVID patients that do not have a place to quarantine. When the pandemic is over, the hotel will be used as housing for unhoused veterans in our area through a partnership with Operation Rebuild Hope.
- Coos Bay has partnered with the Nancy Devereaux Center to create Coal Bank Village. This tiny shelter community makes safe, stable, and dry housing for up to 25 formerly homeless members of our community. Coal Bank Village is staffed and helps people transition to community housing and is committed to being a drug, alcohol, and violence-free facility.
- Coos Bay, Coos County, and a local non-profit have teamed up to create some much-needed low-income housing. The County became the owners of a former school due to a tax foreclosure. The school property is considered a hazardous waste site due to an unmitigated fire that destroyed most of the structure. Coos Bay secured funds and a contractor to clean up the site and ready it for redevelopment. Coos County has agreed to turn the property over to Oregon Coast Community Action, which plans to develop multi-family low-income apartments.
- North Bend recently conducted a citywide survey to obtain public input on proposed code changes that will provide options for various types of shelters to be built in most city zoning districts.
- The North Bend Public Library is hiring a grant-supported social worker to serve the homeless community in North Bend, Coos Bay, and Lakeside to connect community members with assistance, including applying for jobs and locating housing, food, elder care, and other critical resources. The social worker will also offer monthly classes to bring in community providers to share their services.

We appreciate being considered as one of the Pilot Areas for this legislation. The opportunity to bring in more stakeholders and partners to create a strategic plan would strengthen our joint efforts and allow us to work to achieve the focused objectives that we identify. We would welcome an opportunity to showcase a rural area's progress when adequate and stable funding is available to tackle a community problem.

Please don't hesitate to contact us if you have any questions. We look forward to continuing this work.

Sincerely,



Joe Benetti
Mayor, City of Coos Bay



Jessica Engelke
Mayor, City of North Bend



Melissa T. Cribbins
Coos County Commissioner



Homeless Coordination Pilot Program Letter of Interest

From: Amanda Cherryholmes, Executive Director of Coastal Support Services in partnership with Claire Hall, Lincoln County Commissioner
Coastal Support Services Navigation Center
1808 NE Hwy 101
Lincoln City, OR 97367

12/01/2021

To: Lizzy Atwood-Wills
Legislative Affairs Manager
Association of Oregon Counties
1212 Court St. NE Salem, OR 97301

Dear Ms. Lizzy Atwood-Wills:

This letter has been prepared by Amanda Cherryholmes, Executive Director of Coastal Support Services in partnership with Claire Hall, Lincoln County Commissioner, City of Lincoln City, City of Newport and City of Toledo to announce our interest in applying for the Homeless Coordination Pilot Project Grant for Lincoln County.

We recently held a meeting between agencies throughout Lincoln County and County Personnel to determine our interest in taking on this possible opportunity and all participating agencies and entities agreed that this is a worthy endeavor upon which we are ready to embark. Coastal Support Services partners with the following agencies (located throughout the county) to bridge the geographic gaps that separate and sometimes silo work in individual communities to ensure that the strength of our collective is experienced no matter where a client accesses services:

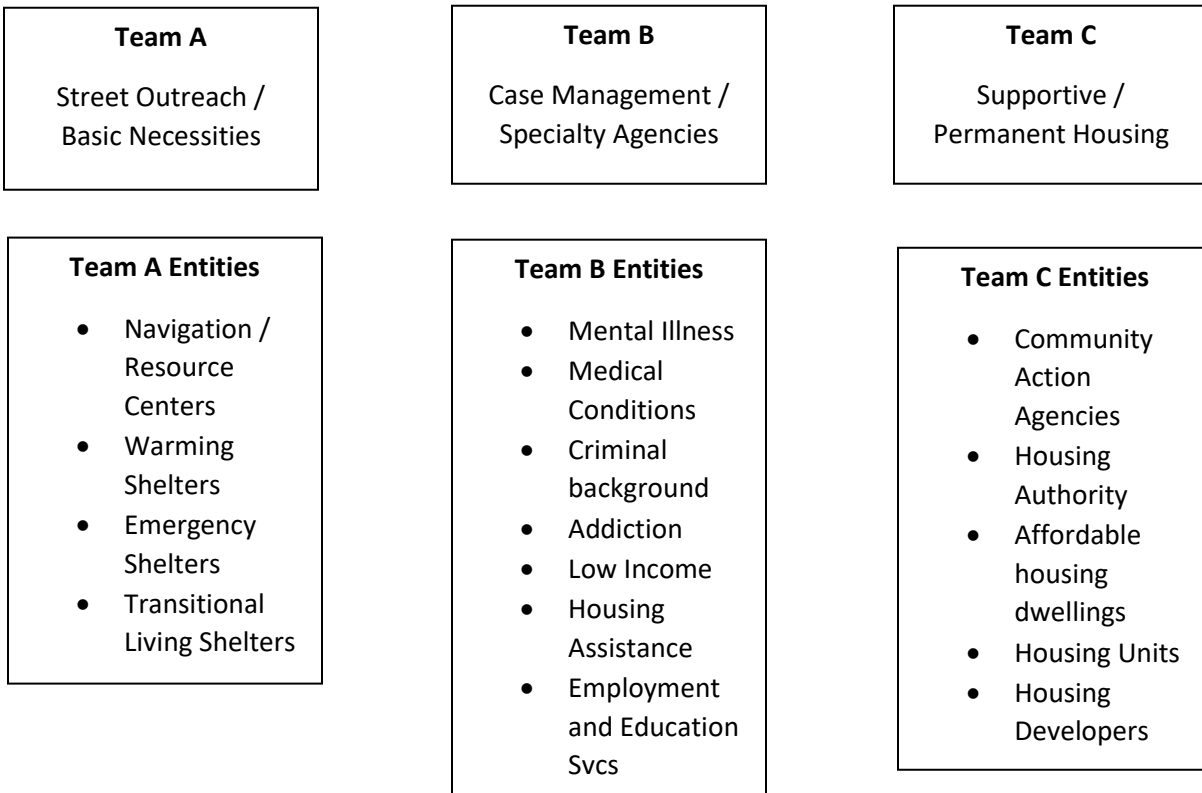
North County – Lincoln City <ul style="list-style-type: none">• City of Lincoln City• Family Promise• NW Coastal Housing• Helping Hands• Lincoln Co School District McKinney - Vento svcs• My Safe Place (SA/DV)• North End Senior Solutions• Samaritan Health Services• Multiple warming shelter sites• Powerhouse Detox• Seventh Day Adventist Church• Backpack for Kids Program• St. James Episcopal Church meal site	Central County – Newport <ul style="list-style-type: none">• Lincoln County Commissioners• Samaritan House• Grace Wins Haven• Community Services Consortium• Veterans' Services Officers• Legal Aid• Salvation Army• Lincoln County Transit• Phoenix Wellness Center• Lincoln County Health and Human Svcs• Lincoln County Sheriff's office• Food Share of Lincoln Co• Newport 2040 Vision	East County – Toledo <ul style="list-style-type: none">• City of Toledo• Olalla Center• ADRC Seniors and people with disabilities
		East County – Siletz <ul style="list-style-type: none">• Care Program of Siletz• Confederated Tribes of Siletz Indians
		South County - Waldport <ul style="list-style-type: none">• Seashore Family Literacy Center• South Lincoln Resources

Homeless Coordination Pilot Program Letter of Interest

Included in our grant proposal will be our strategic plan to include funding sources that will allow us to continue the coordinated office for 5 + years by means of grants from city / county entities and streamlined funding sources.

We have looked over and reviewed the draft framework of the proposed bill and feel that we have the ability to follow the policies given as well as the agencies needed to create this coordinated effort in Lincoln County for a permanent change in the right direction to end homelessness County-Wide.

Since the inception of our Navigation Center in 2017, we have made it a goal to coordinate with all agencies in Lincoln County to create a coordination of homeless response in Lincoln County including upstream efforts to help people with more than just basic necessities. In doing so, we created a diagram to show the efforts we have in Lincoln County already in place.



In Lincoln County, we have agencies in all three team types that work together creating a system that can take someone from the streets and help them with whatever issues they have that is preventing them from obtaining permanent housing. Being a part of this pilot gives us the opportunity to design and test a comprehensive and coordinate approach to client-centered service provision and shared case management. Please consider Lincoln County for this pilot project, we are ready and eager to move forward with ending Homelessness in our Coastal Community. Thank you very much for your consideration and we look forward to hearing from you soon,

Kind Regards,

Amanda S Cherryholmes (Coastal Support Services) / Claire Hall (Lincoln County Commissioner)



**Mid-Columbia
Community
Action Council**

Mid-Columbia Community Action Council
Serving Hood River, Wasco, and Sherman Counties
312 E. 4th St, The Dalles, OR 97058
606 State St, Suite 1B, Hood River, OR 97031
Tel: (541) 298-5131
www.MCCAC.com

December 9, 2021

RE: AOC/LOC City-County Coordinated Homeless Response Pilot

Ms. Ariel Nelson and Ms. Lizzy Atwood,

On behalf of the Mid-Columbia region and the local governments of Hood River, Wasco and Sherman Counties, the City of Hood River and the City of The Dalles; Mid-Columbia Community Action Council (MCCAC) is submitting this formal letter of interest for the AOC/LOC City-County Coordinated Homeless Response Pilot. Each of the three County Commissions mentioned above along with the City of Hood River and the City of The Dalles Unhoused Taskforce have met to discuss this opportunity and unanimously agree that our region would make a great pilot community and would recommend that Mid-Columbia Community Action Council serve as the lead agency, coordinating with each participating County and City government. Each governing body understands the short- and long-term commitments to the degree that they are known and clear within the documents available.

Being a rural region of the state with a three-county population of just over 50,000, the Mid-Columbia community of service providers consider their service territory as the entire Hood River, Wasco and Sherman County region. Our regional structure is unique in that we include two defined rural communities and one community defined as frontier, according to the Oregon Office of Rural Health's geographic definitions. With 26 of Oregon's 36 counties considered either rural or frontier, allowing a region like ours to participate in this pilot would bring critical balance and a better representation of the needs of our entire state. Our region would also make a great pilot due to our diverse demographical makeup that includes Latinx and Native community members. Including our three-county region in this pilot will help us create and implement an equity-centered, coordinated approach to serving our houseless friends and neighbors residing in the Mid-Columbia region.

To ensure coordination and demonstrate the region's commitment to addressing houselessness, in September 2021, MCCAC advocated for and received funding from Providence Health Systems to develop a five-year regional strategic plan to prevent and eliminate houselessness in Hood River, Wasco and Sherman Counties. MCCAC has hired a consultant to lead the strategic plan development process and we are in the process of forming the Mid-Columbia Regional Houseless Collaborative who will be charged with creating our regional strategic plan. The Collaborative will consist of elected officials from across the region, culturally specific organizations, Native and/or Tribal service providers, persons with lived experience, the Mid-Columbia Housing Authority, the regional Coordinated Care Organization, the Mid-Columbia Center for Living (MCCFL, the regional behavioral health provider) and others who operate within the region's houseless service system. The plan will include, at a minimum, the following elements as articulated in our Consulting Services Request for Proposals (RFP):

- Shared set of values
- Mission statement
- Vision statement
- Equity statement
- Data sets that drive plan goals and strategies

- Stakeholder and community member outreach and interviews to anecdotally inform the plan; including interviews with those with lived experience, communities of color, Native, Latinx and LGBTQIA+ community members
- Core set of plan goals with accompanying metrics
- Implementation strategies and timelines to achieve the plan goals
- Designated organizations to carry out the strategies
- Reporting structure
- Funding Plan

The Mid-Columbia Community Action Council along with Hood River, Wasco, and Sherman Counties and the City of Hood River and The Dalles understand what it means to participate in the City-County Coordinated Pilot and will work together to dedicate, seek out and/or divert existing resources to ensure that the strategic plan developed will be implemented. As stated above, the regional strategic plan will include a plan for funding to ensure the plan can be implemented. We also understand the draft concept that has been laid out and there is general agreement to abide by the terms, unless we have provided specific comments or concerns about aspects of the proposal.

All in all, the Mid-Columbia Region is known for collaboration amongst its tight knit group of service providers. Over the past year we were awarded a \$3.1 million collaborative Emergency Solutions Grant (ESG-CV2) to provide homeless services from March of 2021 through September of 2022. MCCAC led the grant application process and the collaborative consists of six regional service providers, in addition to MCCAC. This includes the Mid-Columbia Housing Authority, The Next Door Inc. (culturally responsive organization, serving Native and Latinx community members), Nch'I Wana Housing (culturally specific, serving Native community members), the Oregon Human Development Corporation (OHDC, culturally specific, serving the Latinx population), Bridges to Health and Hood River Shelter Services. The region's ESG-CV2 application was the highest scoring application within the 26 county HUD Rural Continuum of Care and was prioritized for additional funding by OHCS.

In addition to the ESG collaborative, MCCAC also received \$1.5 million in funding from the Oregon Legislature (House Bill 5006) in 2021 for the development of a Navigation Center in The Dalles. The City of The Dalles further demonstrated its commitment to addressing homelessness in the region by committing \$500,000 in funding towards the development of the Navigation Center. This regional Navigation Center will provide non-congregate sheltering along with the co-located services of multiple providers. MCCAC will make the Navigation Center their future offices and co-located agencies will include Nch'I Wana Housing, the OHDC, One Community Health (the regional Federally Qualified Health Clinic), MCCFL, the Columbia Gorge Health Council/Bridges to Health, the Next Door Inc. and the Mid-Columbia Housing Authority.

It is also worth mentioning that MCCAC, in partnership with an affordable housing developer, has gained site control of a parcel of land in The Dalles and plans to develop approximately 75 Permanent Supportive Housing (PSH) units, should we be awarded state funding in the 2022 Oregon Housing and Community Services funding cycle. The project will include coordinated service provision from many of the above-mentioned providers and approximately 30 of these PSH units will be dedicated to serve formerly homeless Veterans.

The influx of the time limited resources above has allowed our scrappy, rural community to do some of its best work to date in addressing and/or mitigating the impacts of houselessness. In the past year we have more than doubled the number of emergency winter shelter beds serving the region from around 5,000 shelter bed nights in 2020-2021 to over 11,000 shelter bed nights for the winter of 2021-2022. Thanks to strong partnership with The City of The Dalles, MCCAC was able to develop the region's first year-round shelter on city owned property. The City of The Dalles also helped with site infrastructure, including purchasing five of the 18 pallet shelter units, providing 10 shelter beds on the site and installing water and sewer at the site allowing for the installation of a shower and restroom trailer that serves shelter clients.

In Hood River, Hood River Shelter Services collaborated with MCCAC, the City of Hood River and a private landowner to develop a 26-bed emergency winter shelter site with a use agreement extending from 2021-2025. As you can see, our region has significant momentum and the will to address houselessness that is rooted in equity and collaboration. We have been successful in bringing in additional resources to better serve the community but as those resources come to an end, developing a sustainable model for our future will be critical. We strongly feel that participation in this pilot will help us get there.

With this momentum and a lot of work already in process, we would like to request that the AOC/LOC proposal allow for funding received to also be utilized for plan implementation in addition to coordination and communication. Should we be chosen to participate as a pilot community the funds provided will be utilized to provide staffing capacity for the coordination of the Mid-Columbia Houseless Collaborative, staffing for implementing the funding plan developed by the Collaborative and communication resources to ensure that our community members understand the value of our work to prevent and eliminate houselessness. The potential resources made available in this pilot could go a long way to helping the Mid-Columbia region solidify an ongoing coordination structure while also helping us achieve some of the goals to be laid out in our strategic plan.

Thank you for the opportunity to respond to this pilot concept and I would like to commend AOC and LOC for their attentiveness to the issue of houselessness. For your reference, below I have provided links to some recent news articles about the collaborative work we are already doing in the Mid-Columbia region. Do not hesitate to reach out to me with any questions or concerns.

Best Regards,



Kenny LaPoint
Mid-Columbia Community Action Council
Executive Director
Phone #: 541.848.1667
Email: klapoint@mccac.com

The Mid-Columbia Community Action Council 2021-2024 Strategic Plan

www.mccac.com/strategic-plan

Navigation Center Development

www.columbiagorgenews.com/news/government/mccac-to-lead-navigation-center-development/article_538be15a-0a8d-11ec-85f8-fbd16d778c9d.html

Regional Collaborative Awarded \$3.1 Million to Address Houselessness

www.gorgenewscenter.com/2021/03/24/regional-collaborative-awarded-3-1-million-to-address-houselessness/

Letter of Interest to Participate in a Tribal/City/County Rural Homeless Coordination Pilot

The Confederated Tribes of Grand Ronde, Polk County, Monmouth, Dallas, Independence, Willamina, and Falls City are committed to working together in a shared, strengths-based manner to address housing and homelessness issues in our region. Coordination of rural homelessness efforts will continue between Marion/Polk through the Mid-Willamette Valley Homeless Alliance.

Rural areas of Polk County are encompassed by a diverse population of roughly 56,000 residents. The Confederated Tribes of Grand Ronde include 5,400 enrolled tribal members located mainly in Polk and Yamhill counties, and membership expands throughout its ancestral lands. Demographic racial and economic intersections within rural Polk County will require localized, representative governance and intentional strategic planning to adequately address the unique nature of rural housing scarcity, homelessness prevention, and approaches to transitioning people to permanent housing.

Addressing racial disparities will be central to our work due in part to the overrepresentation of Native and Latinx groups in our houseless population and residents facing barriers to services (Mid-Willamette Valley Homeless Alliance Gaps Analysis, 2021). There is a growing rate of Hispanic/Latinx residents in Polk County, including a 39.6% rate in Independence alone. The student body of Western Oregon University is growing increasingly diverse, as are populations in Monmouth proper and the city of Dallas. The demographics of rural Oregon are changing and will require progressive, innovative, and shared leadership to ensure equitable outcomes in housing and homelessness service.

The nature of rural poverty presents unique challenges and opportunities for meaningful interventions. For example, Falls City suffers from the highest rate of youth homelessness in the state, and 20% of preschoolers in Grand Ronde are homeless. However, there is a strong and growing commitment to addressing local challenges in each of our partner jurisdictions. Planning for the coordination of services across agencies and geographic areas, transportation barriers, addiction resources, and more sheltering have been identified as a collective need. The resiliency of institutional ecosystems in rural areas suffers compared to our urban neighbors, but there is strength in our relationships, community connectivity, and resourcefulness amidst scarcity.

The Polk County Board of Commissioners has indicated unanimous agreement to participate in this competitive pilot concept. All of the cities in rural Polk County and the Confederated Tribes of Grand Ronde have agreed to the idea of supporting a letter of intent to provide a strategic plan of action to address homelessness service capacity in rural Polk County. Included are Independence, Monmouth, Falls City, Dallas, and Willamina.

Preliminary conversations regarding obligations of the coordinated office to the state of Oregon and continuity beyond the pilot period have taken place among the counties and cities, the Mid-Willamette Valley Homeless Alliance (MWVHA) and Mid-Willamette Valley Community Action Agency (MWVCAA) staff and Boards of Directors.

Leadership from the City of Salem was approached and it was mutually agreed that the Polk County concept would not directly include Salem/West Salem. The main reason for this is the difference in approaches. However, Salem and Polk County are committed to integrating the Polk County coordinated office with MWVHA's Executive Committee, Board of Directors, Coordinated Entry Committee, Collaborative Committee, Youth Action Board, and co-lead rural homelessness advisory committee. Polk County's coordinated office will explore adopting an MOU with MWVHA to share staff resources and ensure data legibility and integration.

After fulfillment of the pilot period, this coordinated office will be scaled and aligned as informed by the goals identified in the strategic plan. Partners are committed to seeking out ongoing funding, including monetary and in-kind contributions from governance members, permanent integration in Mid-Willamette Valley Homeless Alliance or Mid-Willamette Valley Community Action Agency, foundation support, Office of Housing and Community Service, and PacificSource (Coordinated Care Organization).

All partners have read the draft framework and have gained clarification from LOC and AOC. All parties agree to abide by the policy, and we look forward to engaging during the legislative process.

As stated above, partners have agreed that this letter of intent will be intentionally specific to rural Polk County at this stage. Partners came to this agreement for two reasons: 1) The MWVHA is a relatively new entity and is currently focused on addressing chronic homelessness in and around Salem and Keizer, and 2) The majority of counties in Oregon are rural. The ideas and overall plan from a Polk County rural pilot project will be easily duplicated in other rural counties.

A coordinated office would be established and expanded within the existing Polk County Family Community Outreach Department (FCO), which already serves as a resource hub for people experiencing or at risk of homelessness. FCO is uniquely positioned to coordinate the necessary community and institutional partners required to address the risks and harms of homelessness in the county. FCO works closely with communities to identify needs and find solutions.

As a recent example of regional coordination, Polk County FCO convened rural partners to address all aspects of homelessness in rural areas. Over 40 attendees engaged including mayors, city managers, city councilors, county commissioners, nonprofits, faith entities and other community partners. The group has now met three times to share data, successes, best practices, and identify needs and gaps. This work would be greatly accelerated if our area were selected as a rural pilot. There is no dedicated staff or FTE available to focus on this work. Having funding for a pilot strategic planning and service coordination focus will ensure that our dispersed staff and resources are aligned efficiently and according to local needs.

It is worth mentioning that four years ago, Polk County, cities, and local churches came together to start the Polk County Warming program. Before this, there were no warming centers in Polk County. The program now has community support and is another example of something that can be strengthened and duplicated with planning and coordination funds this pilot could provide.

Institutional adjustments at the municipal level are also being made to address increasing homelessness and housing precarity. For example, The Dallas City Council just adopted an ordinance modifying their city code to enable longer-term living in recreational vehicles located on private property. This code change came through coordinated conversations between the City and PCFCO. In addition, the city leadership in Monmouth and Independence are coordinating with their McKinney-Vento liaisons to look for ways to invest ARPA funds to address youth homelessness in partnership with the CoC and Polk County. Examples like these abound, but there is an institutional need to coordinate our efforts.

Finally, we will continue to engage a broad range of stakeholders and interested parties to impact homelessness prevention and service delivery in Polk County. Stakeholders include PacificSource, Salem Health, West Valley Housing Authority, Polk Community Development Corporation, Polk County Behavioral Health, Polk County Community Corrections, area nonprofits, faith communities, Latinx and Hispanic community groups, LGBTQ community members, school districts, McKinney-Vento liaisons, Western Oregon University, Chemeketa Community College and others.

With legislative support, we hope that this partnership can help inform best practices that are replicable throughout rural Oregon. And we look forward to sharing our learnings throughout the state.

Sincerely,

Jeremy Gordon, Polk County Commissioner

Craig Pope, Polk County Commissioner, Chair

Lyle Mordhorst, Polk County Commissioner

Brian Latta, Dallas City Manager

Brian Dalton, Mayor of Dallas

Marty Wine, Monmouth City Manager

Cecelia Koontz, Mayor of Monmouth

Kenna West, Willamina City Manager

Bob Burr, Mayor of Willamina

Michael Cherry, Confederate Tribes of Grand Ronde

Robert Mason, Interim City Manager of Independence

John McArdle, Mayor of Independence

AJ Foscoli, City Manager of Falls City

TJ Bailey, Mayor of Falls City

Jimmy Jones, Community Action Agency

Brent DeMoe, Polk County Family & Community Outreach





Tillamook County Board of Commissioners

201 Laurel Avenue, Tillamook, OR 97141

Phone: 503-842-3403

TTY Oregon Relay Service

Mary Faith Bell, Chair

David Yamamoto, Vice-Chair

Erin D. Skaar, Commissioner

January 7, 2022

Association of Oregon Counties and League of Oregon Cities

Attn: Lizzy Atwood Wills

Attn: Ariel Nelson

Via Email

Dear Ms Atwood Wills and Ms Nelson,

Tillamook County, in partnership with the Cities of Tillamook, Bay City, Garibaldi, Rockaway Beach, Wheeler and Manzanita, and Tillamook County Community Action Resource Enterprises Inc. (CARE) formally submit this letter of interest for funding to support a County wide coordinated homelessness response pilot program.

With current work underway through the Tillamook County Housing Commission in planning for housing, and new work being completed for the establishment of a local homeless continuum, Tillamook County is well-positioned to build a successful multi-stakeholder program and contribute to a state model for additional communities. As a co-convenor with the County for the recent ROCKit Community Planning Process around rapid shelter, CARE is equally committed and well positioned to both partner and assist in the leadership of this effort.

Since the original submittal of our letter of interest there have been some changes with assets in the local community that have created a vacant housing facility owned by CARE. This building has great potential to serve as immediate housing for those lacking housing and can be a strong anchor for the coordinated system to be created through this grant.

Together, the aforementioned stakeholders will develop a 5-year coordinated homeless response system in Tillamook County. In addition, these partners would integrate outcomes and recommendations into ongoing efforts to address affordable and workforce housing needs county-wide. This would be coordinated in collaboration with other interested nonprofits and public entities serving targeted homeless populations, including Habitat for Humanity (low-income families), Tillamook Food Bank (food insecure individuals and households), and Tillamook School District 9 (at-risk and unaccompanied youth).

The County Commissioners and City Managers, Mayors, or City Councils of the above cities, have reviewed the draft language of the proposed bill and indicated an agreement to move forward with the long-term commitment outlined in the draft text. The status of this initial agreement is tentative pending final policy language and a formal intergovernmental agreement; however, partners understand the short- and long-term commitments of the pilot concept and there is mutual agreement to seek out funding to support a coordinated office after the first two years of State funding.

Sincerely,

A handwritten signature in blue ink that reads "Erin D. Skaar".

Erin D. Skaar, Commissioner

Umatilla County

Board of County Commissioners



George L. Murdock
541-278-6202

John M. Shafer
541-278-6203

Daniel N. Dorran
541-278-6201

December 10, 2021

Lizzy Atwood Wills
Legislative Affairs Manager
Association of Oregon Counties
1201 Court St NE Ste 300
Salem OR 97301

In Umatilla County's diverse geographic, demographic and population make up, homeless issues are being addressed from two geographic fronts. In the east end of the county, there has been a purchase of a hotel by CAPECO to address homeless issues. The west end of the county is in the process of establishing a different mode.

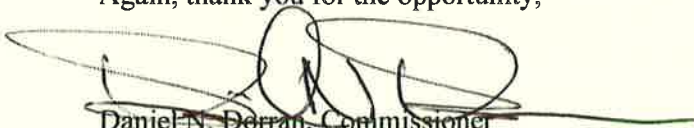
A partnership of the cities of Hermiston, Umatilla, Stanfield, and Echo along with Umatilla County is working on the process. This partnership has the backing of each of their governing bodies and have committed time and contributions. This partnership has and is working with an operating group known as Stepping Stones, along with the County's human services and with additional mental health and outreach resources through the County social services provider, Community Counseling Solutions, to create a broad support backbone.

The basics of the planning are in place with the identification of property along with the securing of multiple public and private grants. The property is going through the conditional use permit process along with a parallel process of utility and fundamental operational agreements and IGA's so that this facility will service all the mentioned municipalities and unincorporated areas of West Umatilla County.

We are submitting this request for funding as a full partnership application to access funding to help with the very important steps of outreach to the general community to communicate plans. The buy-in from the majority of the community is critical to the short- and long-term success of this extremely visible and highly critical project.

We would like to thank you for your consideration of this application, and we look forward to presenting additional information through a formal presentation. We are flexible and can present in whatever format you desire.

Again, thank you for the opportunity,



Daniel N. Dorran, Commissioner
Umatilla County

DD/ms

House Bill 4123

Sponsored by Representatives KROFF, WILLIAMS, Senator PATTERSON, Representatives EVANS, GOMBERG, HOY, SMITH G, ZIKA, Senators ANDERSON, GELSER BLOUIN, HANSELL, KNOPP, THOMSEN; Representatives GRAYBER, LEVY, MARSH (Presession filed.)

SUMMARY

The following summary is not prepared by the sponsors of the measure and is not a part of the body thereof subject to consideration by the Legislative Assembly. It is an editor's brief statement of the essential features of the measure **as introduced**.

Requires Oregon Department of Administrative Services to provide grants for certain coordinated homeless response systems. Requires response systems to report annually to Housing and Community Services Department, Oregon Housing Stability Council and interim committee of Legislative Assembly.

Sunsets January 2, 2025.

Appropriates moneys for specified response system grants.

Declares emergency, effective on passage.

A BILL FOR AN ACT

Relating to coordinated homeless response systems; and declaring an emergency.

Whereas the lack of available housing, high rents and high home prices are driving rapid increases in housing instability and homelessness in Oregon; and

Whereas Oregon has experienced a significant increase in the number of people experiencing homelessness and unsheltered homelessness; and

Whereas funding, resources and services to address homelessness in Oregon are not scaled to meet this need; and

Whereas the lack of housing affordability and availability in Oregon cannot be addressed without cross-jurisdictional collaboration; and

Whereas communities require coordinated leadership and governance to identify local needs and centralize communication, policy and services to end homelessness; now, therefore,

Be It Enacted by the People of the State of Oregon:

SECTION 1. (1) The Oregon Department of Administrative Services shall provide grants to local governments and nonprofit corporations that agree to, within 90 days of receipt of grant funding, enter into an agreement among the member governments and nonprofit corporations, if any, to create a coordinated homeless response system that consists of, at a minimum:

(a) The establishment of a coordinated homeless response office;

(b) An advisory board with representation from the governing body of each member government;

(c) Specific roles of each member to support the advisory board and office;

(d) Plans for coordination with any local continuum of care receiving funding under 24 C.F.R. part 578; and

(e) The establishment of a centralized point of contact for the office.

(2) Grants provided under this section shall be used by the coordinated homeless response system to:

NOTE: Matter in **boldfaced** type in an amended section is new; matter *[italic and bracketed]* is existing law to be omitted. New sections are in **boldfaced** type.

1 (a) Hire necessary staff for the office;

2 (b) Support coordinated communications and public engagement;

3 (c) Support community outreach and policy development, including stipends for people
4 with current or recent lived experience of homelessness;

5 (d) Acquire technical assistance and capacity building, including contracting with con-
6 sultants; and

7 (e) Pay for other expenses reasonably necessary to meet the requirements under this
8 section.

9 (3) Within one year of receiving a grant under this section, a coordinated homeless re-
10 sponse system, through the advisory board or each member government to the agreement,
11 shall adopt a five-year strategic plan that will identify and set goals for addressing:

12 (a) Funding to support the ongoing operations of the coordinated homeless response
13 system;

14 (b) Increasing or streamlining resources and services to people at risk of or experiencing
15 homelessness within the participating cities and counties;

16 (c) Incorporating national best practices for ending homelessness;

17 (d) Eliminating racial disparities within homeless services within the service area; and

18 (e) Creating pathways to permanent and supportive housing that is affordable to local
19 populations experiencing or at risk of homelessness.

20 (4) No later than November 15, 2023, and September 15, 2024, each coordinated homeless
21 response system shall provide a report to the Housing and Community Services Department,
22 Oregon Housing Stability Council and one or more appropriate interim committees of the
23 Legislative Assembly in the manner provided in ORS 192.245 on:

24 (a) The goals adopted in the five-year strategic plan and the progress made in imple-
25 menting the plan;

26 (b) Other changes in homelessness services, ordinances of member governments relating
27 to homelessness and partnerships or programs established that are specifically related to
28 member government actions arising out of the agreement; and

29 (c) Identified challenges and opportunities relating to:

30 (A) Regional coordination of homelessness services and planning;

31 (B) Needs for technical assistance regarding program development or other programs
32 from the Housing and Community Services Department; and

33 (C) Addressing racial disparities through partnerships with culturally specific and re-
34 sponsive organizations serving populations overrepresented in experiencing homelessness,
35 including Black, Indigenous, People of Color, federally recognized tribes and tribal members
36 and outreach and engagement with these populations.

37 (5) In performing tasks under this section, a coordinated homeless response system shall
38 coordinate with and develop partnerships with local and regional stakeholders, including, but
39 not limited to:

40 (a) Advocates for people experiencing homelessness and for people with lived experience
41 of homelessness;

42 (b) Community action agencies;

43 (c) Housing authorities;

44 (d) Affordable housing providers;

45 (e) Behavioral health providers;

1 (f) Law enforcement;

2 (g) Educational agency liaisons for homeless children as described in 42 U.S.C. 11432;

3 (h) Local Department of Human Services offices;

4 (i) Courts;

5 (j) Legal aid;

6 (k) Coordinated care organizations, as described in ORS 414.572;

7 (L) Emergency shelter providers;

8 (m) Homeless service providers;

9 (n) Organizations serving and advocating for veterans, homeless youth, youth exiting the
10 foster care system, individuals exiting the criminal justice system, people with disabilities
11 and aging adults, health care systems, domestic violence and sexual assault survivors,
12 members of lesbian, gay, bisexual, transgender, queer or questioning (LGBTQ) communities,
13 people experiencing behavioral health and substance use disorders, faith communities and
14 business communities; and

15 (o) The Housing and Community Services Department.

16 (6) In performing its duties under this section, a coordinated homeless response system
17 shall coordinate with law enforcement, service providers and governing bodies to implement
18 safe and humane processes to maintain public and environmental health and safety, balanc-
19 ing important individual and community rights.

20 (7) A coordinated homeless response system may use grant funds in excess of those funds
21 needed by the system to accomplish the requirements of the system under subsections (1)
22 to (6) of this section to support the delivery of homeless services and shelter consistent with
23 the five-year strategic plan, including through contracts with service providers.

24 **SECTION 2.** Section 1 of this 2022 Act is repealed on January 2, 2025.

25 **SECTION 3.** In addition to and not in lieu of any other appropriation, there is appropri-
26 ated to the Oregon Department of Administrative Services, for the biennium ending June 30,
27 2023, out of the General Fund, to provide grants under section 1 of this 2022 Act for a coor-
28 dinated homeless response system:

29 (1) \$1,000,000 to Benton County for a response system consisting of Benton County, the
30 City of Corvallis and any other parties to the agreement forming the response system.

31 (2) \$1,000,000 to Coos County for a response system consisting of Coos County, the City
32 of Coos Bay, the City of North Bend and any other parties to the agreement forming the
33 response system.

34 (3) \$1,000,000 to Deschutes County for a response system consisting of Deschutes County,
35 the City of Bend, the City of Redmond and any other cities in the County of Deschutes that
36 are parties to the agreement forming the response system.

37 (4) \$1,000,000 to Lincoln County for a response system consisting of Lincoln County, the
38 City of Lincoln City, the City of Newport, the City of Toledo and any other parties to the
39 agreement forming the response system.

40 (5) \$1,000,000 to the Mid-Columbia Community Action Council for a response system
41 consisting of the Mid-Columbia Community Action Council, Hood River County, Sherman
42 County, Wasco County, the City of The Dalles, the City of Hood River and any other parties
43 to the agreement forming the response system.

44 (6) \$1,000,000 to Polk County for a response system consisting of Polk County, the City
45 of Dallas, the City of Falls City, the City of Independence, the City of Monmouth, the City

1 of Willamina, the Confederated Tribes of the Grand Ronde, Mid-Willamette Valley Commu-
2 nity Action Agency and any other parties to the agreement forming the response system.

3 (7) \$1,000,000 to Tillamook County for a response system consisting of Tillamook County,
4 the City of Tillamook, Bay City, the City of Garibaldi, the City of Rockaway Beach, the City
5 of Wheeler, the City of Manzanita, Tillamook County Community Action Resources Enter-
6 prises, Inc. and any other parties to the agreement forming the response system.

7 (8) \$1,000,000 to Umatilla County for a response system consisting of Umatilla County,
8 the City of Umatilla, the City of Stanfield, the City of Echo, the City of Hermiston and any
9 other parties to the agreement forming the response system.

10 SECTION 4. This 2022 Act being necessary for the immediate preservation of the public
11 peace, health and safety, an emergency is declared to exist, and this 2022 Act takes effect
12 on its passage.
13

City of Manzanita, Oregon

Position Description

Job Title: Planning/Permit Technician

FLSA: Non-Exempt

Supervisor: Building Official

Type: Full-Time

Department: Administration

General Statement of Responsibilities

Processes building and land use applications. Provides information about planning and building regulations and procedures to the general public. Delivers presentations and attends public meetings. Conducts site inspections, and short term rental inspections.

Supervision Received

Works under the direction of the Building Official and City Manager as needed.

Supervision Exercised

Supervision of others is not a typical function assigned to this position. May provide training and orientation to newly assigned personnel, and may assign work to temporary workers.

Examples of Duties - Essential Functions

1. Receives and responds to inquiries related to land use, building permit codes/regulations, and related zoning ordinances. Provides guidance and information to applicants about the application process, inspection requirements, special requirements, timeline expectations, and other applicable information related to the permit process.
2. Accepts and processes building and land use permit applications; ensures applications are complete; verifies documentation and compliance with established codes, ordinances, policies, and procedures; reviews application elements such as plot plans and plats to verify accuracy and completeness of information.
3. Issues over the counter building, plumbing, mechanical, and other related permits.
4. Monitors land use and building applications throughout the approval process, ensuring proper documentation/tracking and coordination with other departments and agencies as appropriate.
5. Calculates permit fees based on established fee schedules.
6. Prepares and delivers public presentations related to planning division projects, as assigned.
7. Conducts records research; maintains all required files, logs and documents related to areas of responsibility and/or as assigned.
8. Conducts site inspections for compliance with land use approvals.
9. Conducts site inspections for short term rental compliance.
10. Follows all safety rules and procedures for work areas.

11. Maintains effective and cooperative working relationships with those encountered in the performance of duties including employees, elected officials, other organizations, and the public.
12. Performs other related duties as assigned.

Screening Criteria

Education and Experience:

- Equivalent to a high school diploma plus additional specialized training;
- AND Two years' related experience;
- OR any satisfactory equivalent combination of education and experience which ensures the ability to perform the essential functions of the position.

Special Requirements/Licenses:

A valid Oregon driver license and proof of acceptable driving record.

ICC Permit Technician certification is required to be obtained within 6 months of hire.

Knowledge of: codes, regulations, and laws governing building and land use; general permit review and approval process and practices; English grammar and composition necessary to prepare correspondence in business and/or legal formats; standard computer and office equipment, applications and practices; general office practices and procedures.

Skill in: the operation of computer and office equipment and applications, preferably in Microsoft Office Suite® products; effective and accurate verbal and written communication, including skill in communicating technical information in a manner that may be easily understood by non-technical personnel; evaluating forms, permits, and applications for accuracy, completeness, and compliance with applicable laws, rules, and regulations.

Ability to: maintain confidentiality with regards to confidential and/or sensitive information; learn, interpret and apply processes, codes, regulations, and laws governing building and land use; operate a personal computer and peripheral office equipment; maintain accurate records; resolve customer service matters in a positive and compliant manner; meet deadlines while maintaining accuracy; organize and prioritize work; explain established policies/best practices using judgment and diplomacy; establish and maintain effective working relationships with internal and external contacts; attend meetings and trainings as required; work safely in operating equipment and/or performing duties to prevent injury to self and others. Successfully complete pre-employment background checks.

Physical Demands of Position: *The physical demands listed below represent those that must be met by an incumbent to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with qualified disabilities to perform the essential functions.*

While performing the duties of this position, the employee is required to sit, stand, walk, reach, bend, see, talk, type, and hear. The position requires mobility including the ability to lift and/or move materials under 5 lbs. daily and up to 10 pounds occasionally. Manual dexterity and coordination are required for over half of the daily work period (about 75%) which is spent sitting while operating

This description covers the most significant essential and auxiliary duties performed by the position for illustration purposes, but does not include other occasional work, which may be similar, related to, or a logical assignment for the position. This job description does NOT constitute an employment agreement between the employer and employee, and is subject to change by the employer as the organizational needs and requirements of the job change.

office equipment such as computers, keyboards, 10-key, and telephones. This position requires both verbal and written communication abilities.

Working Conditions: *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this position, the employee is primarily working indoors in an office environment. The noise level in the work environment is usually moderate and lighting is adequate. Approximately 15% of the employee's work period may be performed outdoors, while conducting on-site inspections, during which time the employee may be exposed to inclement weather.

The employee will be provided and will wear proper protective equipment in compliance with city policy and OSHA standards where recommended/required.

SIGNATURES:

This document has been reviewed by the Supervisor and the Incumbent. I understand that this document is intended to describe the most significant essential and auxiliary duties performed by the job/position for illustration purposes, but does not include other occasional work, which may be similar, related to, or a logical assignment for the position. This job/position description does NOT constitute an employment agreement between the employer and employee, and is subject to change by the employer as the organizational needs and requirements of the job change.

Incumbent Name

Incumbent Signature

Date

Supervisor Name

Supervisor Signature

Date

Date Created: December 2021

This description covers the most significant essential and auxiliary duties performed by the position for illustration purposes, but does not include other occasional work, which may be similar, related to, or a logical assignment for the position. This job description does NOT constitute an employment agreement between the employer and employee, and is subject to change by the employer as the organizational needs and requirements of the job change.



City of Manzanita

COUNCIL RESOLUTION No. 22-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANZANITA, OREGON, ESTABLISHING A SHORT-TERM RENTAL COMMITTEE.

WHEREAS, The City of Manzanita City Council approved Ordinance 10-03 establishing rules and regulations for Short Term Rentals; and

WHEREAS, it is the City's goal to implement this ordinance in a way that generates fair and equitable compliance while balancing the needs of the entire community; and

WHEREAS, the City values community engagement and industry expertise in helping to balance the needs of the rental industry and the neighboring properties; and

Now, Therefore, be it Resolved that:

SECTION 1. There is created a Short-Term Rental Committee (hereinafter referred to as the STR Committee) for the City of Manzanita, Oregon.

1.01 The purpose of the Committee shall be as follows:

1. Recommend amendments to Ordinance 10-03 in order to enhance livability issues between short-term rental properties and other Manzanita properties as directed by City Council.
2. To examine and weigh options for future short-term rental livability opportunities as directed by City Council.
3. To assist in crafting informational packages that can be distributed to the public to help all parties to understand the procedures set out in Ordinance 10-3.

SECTION 2. The Committee shall consist of seven members selected through an open application process. In addition, up to two City Officers, who can be appointed by the Mayor, may serve as ex-officio members. Committee members shall receive no compensation but shall be reimbursed for duly authorized expenses.

SECTION 3. Members shall serve a term of four years. Any vacancy shall be filled by the Mayor for the unexpired portion of the term. To the extent possible, members' four-year terms shall be staggered, and shall run in accordance with the calendar year.

SECTION 4. The Committee, at its first meeting, shall elect a President and Vice-President, who shall be voting members and who shall hold office during the pleasure of the Committee.

SECTION 5. The Committee shall appoint a Secretary. The Secretary shall keep an accurate record of all Committee proceedings.

SECTION 6. Four members of the Committee shall constitute a quorum. It shall meet as needed and convene at least four times a year.

SECTION 7. The Committee shall make recommendations to the City Council, related to the use, rental, ownership, and management of short-term rentals located in the incorporated limits of the City of Manzanita.

SECTION 8. All recommendations made to the City Council by the Committee shall be in writing.

Introduced and adopted by the City Council on _____.

This resolution is effective on _____.

Michael Scott, Mayor

ATTEST:

Leila Aman, City Manager/ City
Recorder



City of Manzanita
Application for Special Event Permit

Date of request: 12/16/2021, _____

Person making request: Lee Hiltenbrand for EVCNB

Mailing address: PO Box 67 Manzanita, OR 97130

Phone number: _____ Cel number: 503-348-9205

Organization (if applicable): Emergency Volunteer Corps of Nehalem

Type of event: Drills/ emergency preparation/ erecting Mass Care tents

Date(s): 02/10/2022 to 12/31/2022 Hours: Hours will vary to _____

Location: Underhill Plaza site

(check which apply) Public Event: ☒ Private Event: ☐ Charitable: ☐ Profit: ☐

Non-profit: ☒ Public Property Used: ☒ Private Property Used: ☐

Estimated attendance: 8-12

Police, Fire or Medical support available or needed? Yes: ☐ No: ☒

Restrooms Available: Yes ☐ No: ☒ Handicap Accessible: Yes ☐ No: ☒

Alcohol Served/Sold/Consumed: Yes ☐ No: ☒ Type: _____

Live Entertainment: Yes ☐ No: ☒ Type: _____

Describe Event Support Staff: Volunteers w/ EVCNB

Describe Parking Conditions: Existing parking on site is more than adequate

Briefly Describe Nature of Event (attach map if needed for clarification or if requested)

Two hour drills designed to familiarize volunteers with emergency shelter tents and set up pr We did three such drills this past year per our previously approved application. We will no of two weeks prior to each event. No events will be planned that would in any way hinder activity that may be occuring at the site. We respectfully ask that these critical disaster dr continue through 2022.



COUNCIL STAFF REPORT

To: Mayor and City Council

Date Written: February 2,
2022

Reviewed: Leila Aman, City Manager

From: Dan Weitzel, Public Works Director

Subject: **Vehicle Surplus**

ACTION REQUESTED

Declare 2008 standard cab 4x4 Ford Ranger (VIN 1FTSX21508EE18549) and 2015 Ford Explorer (VIN 1FM5K8AR5FGA70309) police unit surplus and authorize the Public Works Director to sell the equipment and return the funds to the vehicle replacement fund.

ANALYSIS

In 2007 Public Works purchased the 2008 standard cab 4x4 Ford Ranger (VIN 1FTSX21508EE18549) for use as a Public Works vehicle. The Ranger has been used by Utility Workers and the Public Works Director over the years.

2015 Ford Explorer (VIN 1FM5K8AR5FGA70309) police unit was replaced in 2021 with a new patrol SUV.

Both vehicles have had no usage in past 3 months and staff has no use of the vehicles. Public Works plans to purchase a used $\frac{3}{4}$ or 1 ton vehicle from the Oregon State reuse program when one becomes available.

BUDGET IMPACT

Funds will be returned into the vehicle replacement fund in which they were purchased from.

WORKLOAD IMPACT

Staff intends to take the vehicles to the Oregon reuse program.

STAFF RECOMMENDATION

Staff recommends 2008 standard cab 4x4 Ford Ranger and 2015 Ford Explorer be deemed surplus equipment.

ALTERNATIVES

Council can elect not to surplus and retain the vehicles.