

AGENDA

COOS COUNTY BOARD OF COMMISSIONERS

Owen Building Large Conference Room, 201 N. Adams, Coquille
or Virtually at <https://meet.goto.com/865921461>
June 16, 2026

1. **EXECUTIVE SESSION UNDER THE AUTHORITY OF ORS 192.660- small conference room- the public is excluded from this portion of the meeting**
 - A. (2)(d) Labor Negotiations
 - B. (2)(e) Real Property Transactions
 - C. (2)(f) Information or Records Exempt from Public Inspection
 - D. (2)(h) Consultation with Counsel

2. **9:30 AM PUBLIC SESSION/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

3. **GOVERNING BODIES**
 - LIBRARY SERVICE DISTRICT**
 - A. Request Approval of Resolution Adopting the Budget, Making Appropriations, Levying & Categorizing Taxes for 2026-2027
 - 4H & EXTENSION SERVICE DISTRICT**
 - B. Request Approval of Resolution Adopting the Budget, Making Appropriations, Levying & Categorizing Taxes for 2026-2027

4. **DEPARTMENT HEADS**
 - A. Request Approval of Resolution Adopting the Budget, Making Appropriations, Levying & Categorizing Taxes for 2026-2027- Finance
 - B. Request Ratification of Liaison Approval of Revised Job Description for Outreach Specialist & Approval to Post/Fill Position- Coos Health & Wellness (CHW)
 - C. Request Approval of Contract with Kyle Electric for Beaver Hill Pit Roof Lighting Project & Authorize Paul Slater to Sign- Solid Waste
 - D. Request Approval of Application to Business Oregon & Authorize Chair to Sign- Road
 - E. Request Approval of Task Order #3 with AKS Engineering for South Coos River Lane Improvements- Road
 - F. Request Approval of Sub-Lease with Coquille Indian Housing Authority for Office Space- SCINT
 - G. Request Approval of Contract with Helion Software & Adopt Sole Source Findings- Tax/Assessor
 - H. Request Approval of Maintenance Agreement with Octave & Authorize Chair to Sign- Assessor
 - I. Request Approval of IGA with City of Coos Bay for Regional Problem Solving & Authorize Chair to Sign- Community Development
 - J. Request Approval of Resolution to Transfer Appropriations for Personnel Expenses- Counsel
 - K. Request Approval of Resolution to Transfer Appropriations for Legal Expenses- Counsel

5. **CONSENT CALENDAR- administrative matters not up for discussion**
 - A. Approval of Minutes**
 - i. Worksession- Discussion re: Possible MOU with Friends of Coos County Fair- April 29, 2026
 - ii. Executive Session (2)(i) Performance Review- May 19, 2026
 - iii. Worksession-Potential TPP Wildlife Crossing/BASIC Act Letter to Congress- May 19, 2026
 - iv. Hearing- Ellis Grievance- May 20, 2026
 - v. Regular Meeting Minutes- June 2, 2026
 - vi. Hearing- Fees- June 2, 2026
 - vii. Worksession- Funding for CVA Position/Budget Adjustments Before Adoption- June 5, 2026

This agenda does not limit the ability of the Commissioners to consider additional subjects. The Board reserves the right to place a time limit on public testimony on any matter. The meeting place is handicapped accessible; if special accommodation is needed, please contact the office at least 24 prior to the meeting.

B. Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfer of Funds Within the Budget

- i. Transfer of Appropriation Within Department- Law Library- insurance benefits
- ii. Transfer of Appropriation Within Department- Sheriff- to purchase used vehicle
- iii. Transfer of Appropriation Within Department- Comm. Corr.- consulting services

C. Orders & Resolutions

- i. Order 26-06-022C, In the Matter of Appointing Karen Davis to the CCD Business Development Corporation Board of Directors
- ii. Order 26-06-023C, In the Matter of Reappointing Todd Bucholz to the Coos County Planning Commission
- iii. Amended Resolution 26-04-035P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
- iv. Resolution 26-06-074P, In the Matter of Granting Salary Merit Step Increases for Various Employees Retroactive to March 1, 2026
- v. Resolution 26-06-075P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
- vi. Resolution 26-06-076P, In the Matter of Approving the AFSCME Payscale as a Result of a Pay Equity Analysis, Effective July 1, 2026
- vii. Resolution 26-06-077P, In the Matter of Approving the Non-Union Payscale as a Result of a Pay Equity Analysis, Effective July 1, 2026
- viii. Resolution 26-06-078P, In the Matter of Granting Salary Merit Step Increases for Various CADS Employees Effective June 1, 2026
- ix. Resolution 26-06-079P, In the Matter of Paying Working Out of Class Pay for Cynthia Rodriguez Effective June 8, 2026
- x. Resolution 26-06-080P, In the Matter of Implementing Salary Adjustments for Bargaining Unit Employees of CADS- Coos County Association of Deputy Sheriffs on the Coos County Payroll Effective July 1, 2026
- xi. Resolution 26-06-081P, In the Matter of a Transfer for Laurie Reis Effective July 1, 2026
- xii. Resolution 26-06-082P, In the Matter of a Cost of Living Adjustment for the Coos County District Attorney Stipend Effective July 1, 2026
- xiii. Resolution 26-06-083P, In the Matter of a Salary Increase for the Coos County Sheriff Effective July 1, 2026
- xiv. Resolution 26-06-084P, In the Matter of a Cost of Living Adjustment for Elected Officials on the Coos County Payroll Effective July 1, 2026
- xv. Resolution 26-06-086P, In the Matter of Granting Salary Merit Step Increases for Various Employees Effective June 1, 2026

D. Post-Action Notifications Pursuant to County Rule 10.043 (5)

- i. Amendment #4 to IGA with Bandon School District- CHW- contract extension
- ii. Amendment #3 to IGA with North Bend School District- CHW- extension/updates
- iii. Amendment #1 to IGA 047863 with OHA- CHW- reduction of funds
- iv. MOU with OSU- CHW/WIC- defines roles/responsibilities for OSU programs
- v. Contract with Patrick Myers Tree Service- Road- tree removal in Lakeside
- vi. Contract with Knife River- Road- asphalt paving on Catching Slough
- vii. Contract Amendment with LexisNexis- DA- annual subscription
- viii. Contract Renewal with ArcGIS- Assessor- annual subscription

6. LATE AGENDA ITEMS

7. COMMISSIONERS REPORTS

8. CITIZEN COMMENTS

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Executive Session Requested

Department: Counsel

Requested Agenda Date: 06/16/2026

Contact Person: Colton Totland

Phone/Ext.: 7690

Background and description of need or problem: Need executive session for:

- **ORS 192.660(2)(d)** – To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
- **ORS 192.660(2)(e)** – Conducting deliberations with persons designated by the governing body to negotiate real property transactions
- **ORS 192.660(2)(f)** – To consider information or records that are exempt by law from public inspection.
- **ORS 192.660(2)(h)** – Consulting with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Funding Source: N/A

Requested Action: Go into Executive Session during Board meeting as stated above.

Date: 06/09/2026

Signature of Dept. Head: Colton Totland

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

If this is a Contract or Grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the Contract signed first by the vendor (except state/federal grants or contracts)?
- If Insurance is required, Is the Insurance Certificate attached?
- Is the Clerk's Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel CT



BOC only
Consent Agenda _____
Regular Agenda _____

**COOS COUNTY LIBRARY SERVICE DISTRICT
AGENDA ITEM COVERSHEET**

Agenda Item Title: Resolution 26-06-072B Adopting the Budget, Making Appropriations, Levying and Categorizing Taxes for 2026-2027.

Department: Finance/Tax

Requested Agenda Date: June 16, 2026

Contact Person: Megan Simms

Phone/Ext.: 7729

Background and description of need or problem: Coos County Library Service District Board needs to adopt the budget, make appropriations, and levy & categorize taxes for FY2027.

Funding Source: n/a

Requested Action: Approve and sign Resolution 26-06-072B

Date: 6/8/2026

Signature of Dept. Head: Megan Simms

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If this is a contract or grant:

- Is the contract or grant an original?
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- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

County Counsel _____

Treasurer MS _____

Human Resources _____

1 BOARD OF COMMISSIONERS
2 SITTING AS THE COOS COUNTY
3 LIBRARY SERVICE DISTRICT BOARD
4 COUNTY OF COOS
5 STATE OF OREGON

6 In the Matter of Adopting the Budget; Making
7 Appropriations; Levying and Categorizing Taxes for
8 Fiscal Year 2026-2027

Resolution 26-06-072B

9 NOW BEFORE THE Coos County Library Service District Board is the matter of adopting the
10 budget, making appropriations and levying and categorizing taxes for fiscal year 2026-2027; and

11 WHEREAS, the Budget Committee for the Coos County Library Service District for 2026 have
12 met, as required by law, and on the 1st day of April, 2026, approved the budget for the Coos County
13 Library Service District for the fiscal year 2026-2027; and

14 WHEREAS, after public notice was duly published this Board held a public hearing on the 19th
15 day of May, 2026, as required by O.R.S. 294.453; and

16 NOW, THEREFORE, BE IT RESOLVED that the Coos County Library Service District Board
17 hereby adopts the budget for fiscal year 2026-2027, as adjusted by the Board of Commissioners, as
18 authorized by law and will be placed on file in the office of the Coos County Clerk;

19 BE IT FURTHER RESOLVED that the Coos County Library Service District Board hereby levies
20 the taxes provided for in the adopted budget at the rate of \$0.7289 per \$1,000 of assessed value for
21 operations; and that these taxes are hereby imposed and categorized as subject to General Government
22 limitations; for tax year 2026-2027 upon the assessed value of all taxable property within the district;

23 BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2026 and for
24 the purposes shown below are hereby appropriated as follows:

25 COOS COUNTY LIBRARY SERVICE DISTRICT
26 OPERATING FUND

27 Materials & Services \$ 4,945,020

28 BE IT FURTHER RESOLVED that the Budget Officer shall certify to the County Clerk and County
29 Assessor the tax levy made by this resolution and shall file with them a copy of this budget as finally
30 adopted;

DATED this _____ day of June 2026.


COOS COUNTY BOARD OF COMMISSIONERS
COOS COUNTY LIBRARY SERVICE DISTRICT

Commissioner

Commissioner

Commissioner

Prepared by:



Budget Office

BOC only:
Consent Agenda _____
Regular Agenda _____

**COOS COUNTY 4H & EXTENSION SERVICE DISTRICT
AGENDA ITEM COVERSHEET**

Agenda Item Title: Resolution 26-06-073B Adopting the Budget, Making Appropriations, Levying and Categorizing Taxes for 2026-2027.

Department: Finance/Tax

Requested Agenda Date: June 16, 2026

Contact Person: Megan Simms

Phone/Ext.: 7729

Background and description of need or problem: Coos County 4H & Extension Service District Board needs to adopt the budget, make appropriations, and levy & categorize taxes for FY2027.

Funding Source: n/a

Requested Action: Approve and sign Resolution 26-06-073B

Date: 6/8/2026

Signature of Dept. Head: Megan Simms

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County Counsel _____

Treasurer MS _____

Human Resources _____

3B

1 BOARD OF COMMISSIONERS
2 SITTING AS THE COOS COUNTY
3 4-H AND EXTENSION SERVICE DISTRICT BOARD
4 COUNTY OF COOS
5 STATE OF OREGON

6 In the Matter of Adopting the Budget; Making
7 Appropriations; Levying and Categorizing Taxes for
8 Fiscal Year 2026-2027

Resolution 26-06-073B

9 NOW BEFORE THE Coos County 4-H and Extension Service District Board is the matter of
10 adopting the budget, making appropriations and levying and categorizing taxes for fiscal year 2026-2027;
11 and

12 WHEREAS, the Budget Committee for the Coos County 4-H and Extension Service District for
13 2026 have met, as required by law, and on the 1st day of April, 2026, approved the budget for the Coos
14 County 4-H and Extension Service District for the fiscal year 2026-2027; and

15 WHEREAS, after public notice was duly published this Board held a public hearing on the 19th
16 day of May, 2026, as required by O.R.S. 294.453; and

17 NOW, THEREFORE, BE IT RESOLVED that the Coos County 4-H and Extension Service District
18 Board hereby adopts the budget for fiscal year 2026-2027, as adjusted by the Board, as authorized by
19 law and will be placed on file in the office of the Coos County Clerk;

20 BE IT FURTHER RESOLVED that the Coos County 4-H and Extension Service District Board
21 hereby levies the taxes provided for in the adopted budget at the rate of \$.0888 per \$1,000 of assessed
22 value for operations; and that these taxes are hereby imposed and categorized as subject to General
23 Government limitations; for tax year 2026-2027 upon the assessed value of all taxable property within the
24 district;

25 BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2026 and for
26 the purposes shown below are hereby appropriated, except for the unappropriated amount listed, as
27 follows:

28 COOS COUNTY 4-H AND EXTENSION SERVICE DISTRICT
29 OPERATING FUND

30 Materials & Services	\$ 599,300
Capital Outlay	20,000
Operating Contingency	<u>160,143</u>
Total Appropriations	779,443
Total Unappropriated	<u>288,176</u>
Total Adopted Budget	\$ <u>1,067,619</u>

1 BE IT FURTHER RESOLVED that the Budget Officer shall certify to the County Clerk and County
2 Assessor the tax levy made by this resolution and shall file with them a copy of this budget as finally
3 adopted;

4 DATED this _____ day of June 2026.

5 COOS COUNTY BOARD OF COMMISSIONERS
6 COOS COUNTY 4-H AND EXTENSION SERVICE DISTRICT

7 _____
8 Commissioner

9 _____
10 Commissioner

11 _____
12 Commissioner

13 Prepared by:

14 
15 _____
16 Budget Office

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Resolution 26-06-071B Adopting the Budget, Making Appropriations, Levying and Categorizing Taxes for 2026-2027.

Department: Finance/Tax **Requested Agenda Date:** June 16, 2026

Contact Person: Megan Simms **Phone/Ext.:** 7729

Background and description of need or problem: Coos County's Board of Commissioners needs to adopt the budget, make appropriations, and levy & categorize taxes for FY2027.

Funding Source: n/a

Requested Action: Approve and sign Resolution 26-06-071B

Date: 6/8/2026 **Signature of Dept. Head:** Megan Simms

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County Counsel _____

Treasurer MS _____

Human Resources _____

4/11

BOARD OF COMMISSIONERS
COUNTY OF COOS
STATE OF OREGON

In the Matter of Adopting the Budget; Making
Appropriations; Levying and Categorizing Taxes for
Fiscal Year 2026-2027

Resolution 26-06-071B

NOW BEFORE THE Board of Commissioners is the matter of adopting the budget, making appropriations and levying and categorizing taxes for fiscal year 2026-2027; and

WHEREAS, the Budget Committee for Coos County for 2026 have met, as required by law, and on the 1st day of April, 2026, approved the budget for Coos County for the fiscal year 2026-2027; and

WHEREAS, after public notice was duly published this Board held a public hearing on the 19th day of May, 2026, as required by O.R.S. 294.453; and

NOW, THEREFORE, BE IT RESOLVED that the Coos County Board of Commissioners hereby adopts the budget for fiscal year 2026-2027, as adjusted by the Board of Commissioners, as authorized by law and will be placed on file in the office of the Coos County Clerk;

BE IT FURTHER RESOLVED that the Coos County Board of Commissioners hereby levies the taxes provided for in the adopted budget at the rate of \$1.0799 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2026-2027 upon the assessed value of all taxable property within the district.

	General Government	Excluded from Limitation
Permanent Rate Limit	\$1.0799/\$1000	

BE IT FURTHER RESOLVED that it adopts the budget in the amount of One Hundred Forty-two Million Nine Hundred Seventy-three Thousand One Hundred Twenty-six Dollars (\$142,973,126) for fiscal year beginning July 1, 2026 and for the purposes shown in the attached Exhibit A, and by this reference made a part hereof, are appropriated except for the unappropriated and reserve amounts listed;

BE IT FURTHER RESOLVED that the Budget Officer shall certify to the County Clerk and County Assessor the tax levy made by this resolution and shall file with them a copy of this budget as finally adopted;

DATED this _____ day of June 2026.

BOARD OF COMMISSIONERS

Commissioner

Commissioner

Commissioner

Prepared by:

MB
Budget Office

RESOLUTION 26-06-071B
 SCHEDULE OF APPROPRIATIONS FOR ADOPTION
 Exhibit 'A'

GENERAL FUND

Assessor's Department	1,450,617
Maintenance Department	790,449
Sheriff's Department:	
Criminal Division	6,583,693
Jail Division	7,479,995
Marine Division	383,477
Dunes Division	729,250
Surveyor's Department	246,804
Finance & Tax Department	1,005,003
Veterans' Department	245,769
Board of Commissioners Department:	
Board of Commissioners Division	626,184
Information Technology Division	1,006,330
County Counsel Department	894,340
County Clerk Department	783,538
District Attorney Department:	
Prosecution Division	1,722,880
Medical Examiner Division	298,742
Support Enforcement Division	252,967
Miscellaneous Non-Departmental:	
Personnel Services	75,000
Materials & Services	1,074,597
Capital Outlay	525,000
Transfers Out	2,175,453
All Other Expenditures & Requirements	25,000
Operating Contingency	2,548,041
TOTAL GENERAL FUND APPROPRIATIONS	30,923,129

ANIMAL CONTROL FUND

Personnel Services	318,540
Materials & Services	218,339
Capital Outlay	23,801
TOTAL ANIMAL CONTROL FUND APPROPRIATIONS	560,680

RESOLUTION 26-06-071B
 SCHEDULE OF APPROPRIATIONS FOR ADOPTION
 Exhibit 'A'

PUBLIC WORKS FUND

Road Department:	
Road Survey Division	58,919
Road Maintenance Division	6,801,035
Fleet Services Division	1,690,534
Capital Projects Division	6,114,606
Miscellaneous Non-Departmental:	
Operating Contingency	2,756,039
TOTAL PUBLIC WORKS FUND APPROPRIATIONS	17,421,133

PUBLIC HEALTH FUND

Personnel Services	3,400,527
Materials & Services	1,611,552
Capital Outlay	100,000
Transfers Out	100,000
Operating Contingency	1,235,345
TOTAL PUBLIC HEALTH FUND APPROPRIATIONS	6,447,424

COMMUNITY DEVELOPMENT FUND

Planning Department	493,057
Building Codes Division	1,777,761
Code Compliance Division	206,476
Miscellaneous Non-Departmental:	
Operating Contingency	16,150
TOTAL COMMUNITY DEVELOPMENT FUND	2,493,444

LAW LIBRARY FUND

Personnel Services	14,198
Materials & Services	560,405
Transfers Out	12,998
Operating Contingency	97,025
TOTAL LAW LIBRARY FUND APPROPRIATIONS	684,626

COOS COUNTY PARKS FUND

Personnel Services	1,476,264
Materials & Services	1,281,831
Capital Outlay	465,000
Transfers Out	200,000
Operating Contingency	316,695
TOTAL COOS COUNTY PARKS FUND APPROPRIATIONS	3,739,790

COMMUNITY CORRECTIONS FUND

Juvenile Department	714,819
Community Corrections Department	2,990,125
Miscellaneous Non-Departmental:	
Transfers Out	20,716
Operating Contingency	706,176
TOTAL COMMUNITY CORRECTIONS FUND APPROPRIATIONS	4,431,836

RESOLUTION 26-06-071B
 SCHEDULE OF APPROPRIATIONS FOR ADOPTION
 Exhibit 'A'

CRIME VICTIM ASSISTANCE FUND

Personnel Services	243,152
Materials & Services	35,392
TOTAL CRIME VICTIM ASSISTANCE FUND APPROPRIATIONS	278,544

SCINT FUND

Personnel Services	267,251
Materials & Services	160,479
Capital Outlay	150,000
Operating Contingency	162,929
TOTAL SCINT FUND APPROPRIATIONS	740,659

HEALTH & WELLNESS FUND

Health & Wellness Department:	4,145,106
Local Administration Division	4,145,106
Behavioral Health Division	20,715,836
Miscellaneous Non-Departmental:	300,000
Transfers Out	300,000
Operating Contingency	1,953,273
TOTAL HEALTH & WELLNESS FUND APPROPRIATIONS	27,114,215

ECONOMIC DEVELOPMENT FUND

Materials & Services	668,000
TOTAL ECONOMIC DEVELOPMENT FUND APPROPRIATIONS	668,000

BANDON DUNES ASSESSMENT FUND

Transfer Out	1,611,000
All Other Expenditures & Requirements	690,000
TOTAL BANDON DUNES ASSESSMENT FUND APPROPRIATIONS	2,301,000

RADIO COMMUNICATIONS SYSTEM FUND

Materials & Services	607,808
Capital Outlay	395,602
TOTAL RADIO COMMUNICATIONS SYSTEM FUND APPROPRIATIONS	1,003,410

CHARLESTON TRANSIENT LODGING TAX FUND

Materials & Services	33,500
Transfers Out	165,000
All Other Expenditures & Requirements	385,000
TOTAL CHARLESTON TLT FUND APPROPRIATIONS	583,500

OPIOID SETTLEMENT FUND

Materials & Services	1,333,000
Transfers Out	87,000
TOTAL OPIOID SETTLEMENT FUND APPROPRIATIONS	1,420,000

RESOLUTION 26-06-071B
 SCHEDULE OF APPROPRIATIONS FOR ADOPTION
 Exhibit 'A'

PL 110-343 TITLE III FUND		
Materials & Services		54,013
Capital Outlay		150,000
	TOTAL PL 110-343 TITLE III FUND APPROPRIATIONS	204,013

COUNTY FOREST FUND		
Personnel Services		572,911
Materials & Services		843,717
Capital Outlay		280,000
Transfer Out		3,966,327
Operating Contingency		2,250,143
	TOTAL COUNTY FOREST FUND APPROPRIATIONS	7,913,098

ADMINISTRATIVE GRANT FUND		
Materials & Services		165,000
Capital Outlay		1,547,291
	TOTAL ADMINISTRATIVE GRANT FUND APPROPRIATIONS	1,712,291

COUNTY SCHOOL FUND		
All Other Expenditures & Requirements		200,600
	TOTAL COUNTY SCHOOL FUND APPROPRIATIONS	200,600

LIBRARY SERVICE DISTRICT FUND		
Materials & Services		4,945,020
	TOTAL LIBRARY SERVICE DISTRICT FUND APPROPRIATIONS	4,945,020

4-H SERVICE DISTRICT FUND		
Materials & Services		599,300
Capital Outlay		20,000
Operating Contingency		160,143
	TOTAL 4-H SERVICE DISTRICT FUND APPROPRIATIONS	779,443

FOOT PATHS & BICYCLE TRAILS FUND		
Materials & Services		50,000
Capital Outlay		1,140,000
	TOTAL FOOT PATHS & BICYCLE TRAILS FUND APPROPRIATIONS	1,190,000

COUNTY FAMILY MEDIATION FUND		
Materials & Services		277,007
	TOTAL COUNTY FAMILY MEDIATION FUND APPROPRIATIONS	277,007

RESOLUTION 26-06-071B
 SCHEDULE OF APPROPRIATIONS FOR ADOPTION
 Exhibit 'A'

COUNTY CLERK RECORDS FUND	
Materials & Services	38,371
Capital Outlay	20,000
Operating Contingency	21,750
TOTAL COUNTY CLERK RECORDS FUND APPROPRIATIONS	80,121

LAND CORNER PRESERVATION FUND	
Personnel Services	68,726
Materials & Services	59,624
Operating Contingency	22,650
TOTAL LAND CORNER PRESERVATION FUND APPROPRIATIONS	151,000

RECORDS MANAGEMENT SYSTEM BOARD FUND	
Materials & Services	21,907
Capital Outlay	29,530
TOTAL RECORDS MGMT SYS BOARD FUND APPROPRIATIONS	51,437

AMERICAN RESCUE PLAN FUND	
Materials & Services	600,000
Transfers Out	80,000
TOTAL AMERICAN RESCUE PLAN FUND APPROPRIATIONS	680,000

DISPATCH EQUIPMENT RESERVE FUND	
Capital Outlay	44,200
TOTAL DISPATCH EQUIPMENT RESERVE FUND APPROPRIATIONS	44,200

HEALTH & WELLNESS RESERVE FUND	
Materials & Services	500,000
Capital Outlay	966,818
TOTAL HEALTH & WELLNESS RESERVE FUND APPROPRIATIONS	1,466,818

COOS COUNTY FAIR FUND	
Personnel Services	112,859
Materials & Services	684,700
Capital Outlay	45,000
Operating Contingency	68,000
TOTAL COOS COUNTY FAIR FUND APPROPRIATIONS	910,559

WASTE DISPOSAL FUND	
Solid Waste Department:	
Disposal Operations Division	3,406,194
Closure/Post-Closure Division	468,986
Waste Miscellaneous Non-Departmental:	
Transfers Out	400,000
Operating Contingency	761,714
TOTAL WASTE DISPOSAL FUND APPROPRIATIONS	5,036,894

RESOLUTION 26-06-071B
SCHEDULE OF APPROPRIATIONS FOR ADOPTION
Exhibit 'A'

WASTE DISPOSAL RESERVE FUND	
Transfers Out	468,986
Operating Contingency	336,183
TOTAL WASTE DISPOSAL RESERVE FUND APPROPRIATIONS	805,169
HOUSEHOLD HAZARDOUS WASTE FUND	
Personnel Services	26,862
Materials & Services	257,725
Capital Outlay	50,000
Operating Contingency	172,288
TOTAL HOUSEHOLD HAZARDOUS WASTE FUND APPROPRIATIONS	506,875
GAS PIPELINE CONSTRUCTION FUND	
Materials & Services	1,755,000
Capital Outlay	440,000
TOTAL GAS LINE CONSTRUCTION FUND APPROPRIATIONS	2,195,000
TOTAL APPROPRIATIONS, ALL FUNDS	129,960,935
TOTAL UNAPPROPRIATED AND RESERVE AMOUNTS, ALL FUNDS	13,012,191
TOTAL ADOPTED BUDGET	142,973,126

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: BOC to ratify Liaison approval

Department: CHW

Requested Agenda Date: 6/16/2026

Contact Person: Dr. Tim Lynch

Phone/Ext.: 541-266-6700

Background and description of need or problem: Request that the Board of Commissioners ratify the Board Liaison's approval of the revised Healthcare Outreach Specialist job description for Coos Health & Wellness under paygrade 416. This position, formerly classified as a Public Health Associate II under pay grade 450, is currently vacant due to retirement. The job description had not been updated since 2018 and was revised to better reflect current duties and organizational needs.

A copy of the revised job description has been provided to the AFSCME Union.

Funding Source: 021-1300-441.10-01 50% / 005-1100-444.10-01 50%

Requested Action: Board of Commissioners to ratify Liaison approval for the Outreach Specialist Job Description under paygrade 416, and approve posting/filling the position.

Date: 6/8/2026

Signature of Dept. Head: _____



Digitally signed by Dr. Timothy Lynch
Date: 2026.06.09 09:26:30 -07'00'

If this is a Human Resources issue, forward to the Treasurer who will forward it to Human Resources. For all other matters, forward the document to Counsel no later than the Monday prior to the Agenda deadline. Counsel will forward to Treasurer.

If this is a contract or grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the contract signed first by the vendor (except state/federal grants or contracts)?
- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

Departments Affected:

COUNSEL: CT

TREASURER: MS

HUMAN RESOURCES: cu

BOC forwards signed document to Counsel's office.

DESCRIPTION OF POSITION

7. Supervision

This position is supervised by the Integrated Care Manager.

This position **does not** supervise personnel.

8. List the minor duties assigned to this position.

- Participates in staff meetings, community meetings, and outreach activities as assigned.
- Participates in required trainings and in-services.
- Represents and collaborates with other CHW departments and other agencies in a positive manner.
- Accepts delegation of tasks and follows through with assigned tasks.
- Provides education to community members.
- Participates in MAC time studies as assigned.
- Participates in public health preparedness events and trainings as assigned.
- Assists with Front Desk duties as needed

9. Working conditions of position.

- Usual schedule: Monday - Friday, 40 hours per week, 8:00 a.m. - 5:00 p.m.
- Very occasional evening meetings and/or evening or week-end functions (such as health fairs).
- Occasional out of town workshops/trainings, with possible overnight stays.
- Sitting at a computer, using keyboarding skills, for a variety of programs.
- Walking, bending, stooping, and climbing stairs to access community sites.
- Transporting equipment to/from outreach locations including lifting up to 20 pounds.

10. List required special skills, licenses, certificates, etc.

- Bachelor's degree in health and human services or related field preferred. A combination of relevant education, training, and experience working in a similar position may be substituted. Experience providing case management, outreach, enrollment assistance, or client services is desired.
- **Preference may be given to candidates who are bilingual and able to speak, read, and/or write Spanish.**
- Must be able to accurately interpret and adhere to program protocols and policies.
- Must have experience in providing services and ability to establish positive rapport with culturally diverse clients. Must relate effectively to individuals of varied age, ethnic, socio-economic, and cultural groups; possess the ability to exercise tact, discretion and judgment in working with a variety of people.
- Must be able to assess client needs, identify appropriate services and resources, and assist clients in accessing benefits and support based on their individual circumstances.
- Must be able to remain calm and emotionally available in an environment serving at-risk families.
- Must have the ability to communicate effectively, both orally and in writing, with individuals, small groups, and large groups using good grammar, spelling, and punctuation.
- Must possess the ability to establish and maintain positive, professional, and congenial working relationships with staff, clients, and community partners.
- Must possess excellent time management skills, be able to prioritize tasks in a fast-paced environment, be able to work efficiently and independently with little supervision to meet program expectations and timelines, and be flexible and adaptable to fluctuating priorities.
- Must be willing to receive and act upon feedback.
- Must be proficient in Windows and Microsoft Applications.
- Must successfully pass a criminal background check.

DESCRIPTION OF POSITION

11. Is operation of motor vehicle required? Yes No

12. List equipment, tools, machines used in performance of duties. Operation of an IBM compatible computer and related programs such as Microsoft Word, various databases, e-mail, and other programs, cell phone, telephone, satellite phone, fax machine, photocopier, digital camera or video recorder.

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Beaver Hill Pit Roof Lighting

Department: Solid Waste

Requested Agenda Date: 6-16-26

Contact Person: Paul Slater

Phone/Ext.: 7664

Background and description of need or problem: We have recently requested quotes to install four new LED high bay lights in our new Pit Roof. We received two bids and the low bidder was Kyle Electric in the amount of \$14,800.

Funding Source: 302-1700-432.60-06 Major Repair & Improvements

Requested Action: Approve and Authorize Roadmaster to sign contract with Kyle Electric to install new Lighting in our Beaver Hill pit Roof in the amount NTE \$14,800.

Date: 6-2-26

Signature of Dept. Head: Paul Slater

If this is a Human Resources issue, forward to the Treasurer who will forward it to Human Resources. For all other matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

If this is a contract or grant:

- Is the contract or grant an original?
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- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

Departments Affected:

COUNSEL: CT

TREASURER: MS

HUMAN RESOURCES: _____

4C

SUMMARY OF QUOTES
COOS COUNTY

County Department:

Goods and/or Services Specifications:

1. Install 4 new 55,000 lumen LED high Bay lights in Pit
- 2.

How Solicited: Written Oral

The Department requested quotes from the following firms:

Date	Firm	Contact Person	Quoted Price
5/8/26	Kyle Electric	Chuck	14,800
5/28/26	Reese Electric	Shane	17,798
	Marca Electric		NR
	McCaffree Electric	Andy	NR

If evaluation factors other than price:

Firm					Total Score

Solicitor:

Department's Recommendation: Kyle Electric

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Business Oregon Application – Coos County Public Works Generator

Department: Road

Requested Agenda Date: 6/16/26

Contact Person: Paul Slater

Phone/Ext.: 7664

Background and description of need or problem: We are applying for a Business Oregon grant to help with the costs of a new standby generator that will allow us to get fuel, radio and computer communications during power outages.

Funding Source: N/A

Requested Action: *Authorize Chair* Request BOG to sign Business Oregon Application for Coos County Public Works Generator.

Date: 6/3/26

Signature of Dept. Head: *Paul Slater*

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

If this is a contract or grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the contract signed first by the vendor (except state/federal grants or contracts)?
- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

County Counsel *CT* _____

Treasurer *MS* _____

Human Resources _____

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: AKS Engineering & Forestry LLC, Task order #3; Contract Amendment to A/E Service Contract for Coos County Public Works for S Coos River Ln Improvements.

Department: Road **Requested Agenda Date:** 6/16/26

Contact Person: Paul Slater **Phone/Ext.:** 7666

Background and description of need or problem: Task Order #3 with AKS Engineering & Forestry LLC for professional engineering services to develop preliminary (15%) roadway design concepts and planning-level cost estimates for improvements on S Coos River Ln near MP 3 for \$24,715.

Funding Source: 003-2703-431-36-01 Contracted Services

Requested Action: Approve and Sign Task order #3; Contract Amendment to A/E Service Contract with AKS Engineering & Forestry for professional engineering services for S Coos River Ln Improvements NTE \$24,715.

Date: 6-3-26 Signature of Dept. Head: Paul Slater

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 - If insurance is required, is the insurance certificate attached?
 - Is the Clerk's Coversheet attached or do you want it returned to you for filing?

Departments Affected:

COUNSEL: CT

TREASURER: MS

HUMAN RESOURCES: _____

BOC forwards signed Contract/Grant to:

Commissioners Initials to Place on Agenda ONLY: _____

4E

CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: _____ (complete after filing) Contract/Agreement/Grant No.: _____ (if applicable)

Name/Agency Name and Address: AKS Engineering & Forestry - 3700 River Rd N, Suite 1, keizer, OR 97303

Contact Person: Richard Walker Phone No: 503-400-6028 Email: richardw@aks-eng.com

Amount of Contract/Grant Award: \$ NTE \$24,715

Payment Terms: _____ (state lump sum or amount and time of payments)

Effective Date: upon signing Start Date: upon signing (if different from effective date, i.e. retroactive / prospective date)

End Date: 12/31/26 (if known)

County Department and Employee Responsible for Performance: Paul Slater, Public Works Director

Description: Task Order #3 - Amendment to 2026 Coos County Public Works A/E On-Call Consultant: S Coos River Ln Improvements

Staff Requirements: New Existing Subcontract

Will unemployment cost be incurred? Yes No

FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number

*CFDA is a five digit number in the following format: xx.xxx. The first two digits designate the federal agency and the last three the grant description. The following is a partial listing of the two digit agency identifier:

10.xxx USDA 14.xxx HUD 20.xxx USDOT 66.xxx EPA 84.xxx Dept. of Education
11.xxx Dept. of Commerce 16.xxx USDOJ 39.xxx General Svs. Admin. 83.xxx FEMA 93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CDFA number, each segment must have its own summary form.

New

Renewal

Modification

Previous Amount: \$

Original Amount: \$

Previous Date:

Original Date:

PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)

Method of Selection:

- Bid None
 Quote Other _____
 Proposal

Type of Contract:

- New (complete sections below)
 Renewal (no need to complete sections below)
 Modification (no need to complete sections below)

Type of Contract:

Goods and Services - If Not Using Bid or Proposal, Mark Exemption:

- Under \$10,000
 Under \$50,000 for Quotes
 Under \$150,000 & Approval from Board for Quotes
 Sole Source
 Contract with Public Agency

- Equipment Maintenance
 Office Supplies
 Used Vehicles
 State Purchasing
 Other _____

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5,000
 Under \$50,000 for Quotes
 Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- Alternative Contracting Method Approved by Board
 Other _____

Personal Services Contract - If Not Using Proposal, Mark Exemption:

- Under \$50,000
 Under \$150,000 & Approval from Board

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800? Yes No

Certificate of insurance required? Yes No

Date Approved by BOC: _____

Reviewed by Counsel: CT

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: SCINT HQ Lease

Department: Coos County Sheriff's Office/ SCINT **Requested Agenda Date:** 6/16/2026


Contact Person: Cpt. Sean Sanborn **Phone/Ext.:** 541-396-7874

Background and description of need or problem:

SCINT is currently housed at 2611 Mexeye Loop at the Ko-Kwel tribal reservation in the former police department. In recent months there has been indicators that the tribal police department may need this location again, or in the future. Tribal housing has offered a new location at 2616 Mexeye Loop as a replacement location. The Tribal Housing office has generously offered a rate of \$2400.00 per year.

Funding Source: SCINT Contracted Services

Requested Action: Board to approve and sign a business sub-lease for SCINT Headquarters to be located at 2616 Mexeye Loop in Ko-Kwel tribal housing.

Date: 5/28/2026 **Signature of Criminal Division Commander:** 

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

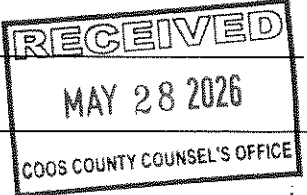
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- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

County Counsel CT

Treasurer MS

Human Resources _____



4F

CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: _____ (complete after filing) Contract/Agreement/Grant No.: N/A(if applicable)

Name/Agency Name and Address: Coquille Indian Housing Authority, 2678 Mexeye Loop, Coos Bay

Contact Person: Anne Cook Phone No: 541-888-6501 Email: annecook@coquilleiha.org

Amount of Contract/Grant Award: \$ 2400.00

Payment Terms: \$2400 per year lump sum (state lump sum or amount and time of payments)

Effective Date: 7/1/2026 Start Date: 7/1/2026 (if different from effective date, i.e. retroactive / prospective date)

End Date: Indefinite (if known)

County Department and Employee Responsible for Performance: Captain Sean Sanborn

Description: SCINT is wishing to enter into a lease for a property on Ko-Kwel Reservation to headquarter SCINT.

Staff Requirements: New Existing Subcontract

Will unemployment cost be incurred? Yes No

FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number

*CFDA is a five digit number in the following format: xx.xxx. The first two digits designate the federal agency and the last three the grant description. The following is a partial listing of the two digit agency identifier:

- 10.xxx USDA 14.xxx HUD 20.xxx USDOT 66.xxx EPA 84.xxx Dept. of Education
- 11.xxx Dept. of Commerce 16.xxx USDOJ 39.xxx General Svs. Admin. 83.xxx FEMA 93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CFDA number, each segment must have its own summary form.

New

Renewal

Modification

Previous Amount: \$

Original Amount: \$

Previous Date:

Original Date:

PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)

Method of Selection:

- Bid None
- Quote Other Existing Condition
- Proposal

Type of Contract:

- New (complete sections below)
- Renewal (no need to complete sections below)
- Modification (no need to complete sections below)

Type of Contract:

Goods and Services - If Not Using Bid or Proposal, Mark Exemption:

- Under \$10,000
- Under \$50,000 for Quotes
- Under \$150,000 & Approval from Board for Quotes
- Sole Source
- Contract with Public Agency

- Equipment Maintenance
- Office Supplies
- Used Vehicles
- State Purchasing
- Other _____

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5,000
- Under \$50,000 for Quotes
- Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- Alternative Contracting Method Approved by Board
- Other _____

Personal Services Contract - If Not Using Proposal, Mark Exemption:

- Under \$50,000
- Under \$150,000 & Approval from Board

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800? Yes No

Certificate of insurance required? Yes No

Date Approved by BOC: _____

Reviewed by Counsel: CT

BOC only: _____
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Request the Board of Commissioners to approve and sign the contract with Helion Software, Inc.

Department: Tax/Assessor

Requested Agenda Date: 6/16/2026

Contact Person: Megan Simms/Jason Corbus **Phone/Ext.:** 7730/7900

Background and description of need or problem: Requesting the Board of Commissioners to approve and sign the contract with Helion Software, Inc. for ORCATS software support services from 7/1/2026 thru 6/30/2027. This is a sole source procurement under ORS 279B.075(2)(a).

Funding Source: Tax Dept/Assessor

Requested Action: Requesting the Board of Commissioners to approve and sign the contract with Helion Software, Inc. for ORCATS software support services from 7/1/2026 thru 6/30/2027 and adopt sole source findings.

Date: 6/8/2026 Signature of Dept. Head: Megan Simms

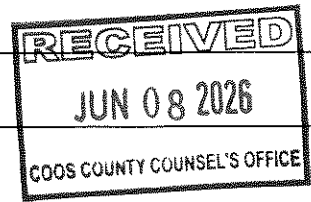
For all matters, forward the document to Counsel no later than the Monday prior to the Agenda deadline. Counsel will forward to Treasurer.

- If this is a Contract or Grant:
- Is the contract or grant an original?
 - Is the Contract/Grant Summary Form attached?
 - Is the Contract signed first by the vendor (except state/federal grants or contracts)?
 - If Insurance is required, Is the Insurance Certificate attached?
 - Is the Clerk's Filing Coversheet attached?
 - Do you want this returned to you for filing?

County Counsel CT

Treasurer MS

Human Resources _____



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COOS COUNTY FINANCE/TAX OFFICE

250 No. Baxter Street, Coquille, Oregon 97423

(541) 396-7725

FAX (541) 396-1027 / TDD (800) 735-2900

treasurer@co.coos.or.us

KATELYN NEWTON
Senior Accountant

MEGAN SIMMS
Finance Director

KATIE FJELD
Senior Accountant

June 8, 2026

Commissioners,

This is a sole source procurement under ORS 279B.075(2)(a) – A consortium of counties worked with the Helion to develop a complete property assessment and tax project software program addressing all their needs. Helion is the company that offers the compatible services for the efficient utilization of existing County services.

Thank you,

Megan Simms

Finance Director/Tax Collector

BOC only:
 Consent Agenda _____
 Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Request Approval of Octave (formerly Hexagon) Maintenance Agreement Renewal

Department: Assessor

Requested Agenda Date: June 16, 2026

Contact Person: Jason Corbus

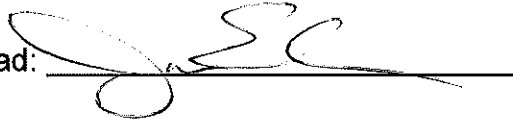
Phone/Ext.: 7901

Background and description of need or problem: This is a maintenance agreement renewal for GeoMedia and ERDAS software. This is essential mapping software for the Cartographers to use in their job. The cost is \$11,089.92, which is a 5% increase over fiscal year 2025-26. This has been included in our fiscal year 2026-27 budget.

Funding Source: 001-1000-415.35.06

Requested Action: Request the Board approve the renewal of the Octave maintenance agreement for the 2026-27 fiscal year; *authorize Chair to Sign*

Date: *5-29-26*

Signature of Dept. Head: 

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

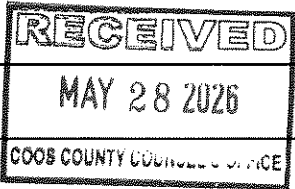
If this is a Contract or Grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the Contract signed first by the vendor (except state/federal grants or contracts)? *N/A*
- If Insurance is required, Is the Insurance Certificate attached?
- Is the Clerk's Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel *CT*

Treasurer *MS*

Human Resources _____



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CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: _____ (complete after filing) Contract/Agreement/Grant No.: _____ (if applicable)

Name/Agency Name and Address: Intergraph Corporation 305 Intergraph Way Madison AL 35758

Contact Person: Sabrina Wright Phone No: 770-776-3575 Email: Sabrina.Wright@hexagon.com

Amount of Contract/Grant Award: \$ 11089.92

Payment Terms: Full payment upon presentation of vendor's billing statement (state lump sum or amount and time of payments)

Effective Date: 7/1/2026 Start Date: _____ (if different from effective date, i.e. retroactive / prospective date)

End Date: 6/30/2027 (if known)

County Department and Employee Responsible for Performance: Assessor, Jason Corbus

Description: Octave Maintenance Renewal, GeoMedia Pro \$9,735.12 ERDAS IMAGINE Advantage \$1,354.80

Staff Requirements: New Existing Subcontract

Will unemployment cost be incurred? Yes No

FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number

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- 10.xxxx USDA 14.xxxx HUD 20.xxxx USDOT 66.xxxx EPA 84.xxxx Dept. of Education
- 11.xxxx Dept. of Commerce 16.xxxx USDOJ 39.xxxx General Svs. Admin. 83.xxxx FEMA 93.xxxx USDHHS

NOTE: If the contract/grant is associated with more than one CFDA number, each segment must have its own summary form.

New

Renewal

Modification

Previous Amount: \$

Original Amount: \$

Previous Date:

Original Date:

PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)

Method of Selection:

- Bid None
- Quote Other _____
- Proposal

Type of Contract:

- New (complete sections below)
- Renewal (no need to complete sections below)
- Modification (no need to complete sections below)

Type of Contract:

Goods and Services - If Not Using Bid or Proposal, Mark Exemption:

- Under \$10,000
- Under \$50,000 for Quotes
- Under \$150,000 & Approval from Board for Quotes
- Sole Source
- Contract with Public Agency

- Equipment Maintenance
- Office Supplies
- Used Vehicles
- State Purchasing
- Other _____

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5,000
- Under \$50,000 for Quotes
- Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- Alternative Contracting Method Approved by Board
- Other _____

Personal Services Contract - If Not Using Proposal, Mark Exemption:

- Under \$50,000
- Under \$150,000 & Approval from Board

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800? Yes No

Certificate of insurance required? Yes No

Date Approved by BOC: _____	Reviewed by Counsel: <u> C/ </u>
-----------------------------	------------------------------------

BOC only: Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

AGENDA ITEM TITLE: Interagency Agreement between with City of Coos Bay and Coos County to continue with the Regional Problem-Solving for the Urban Growth Boundary.

DEPARTMENT: Community Development (Planning Department)

REQUESTED AGENDA DATE: June 16, 2026

CONTACT PERSON: Jill Rolfe, Planning Director **PHONE/EXT.:** 7770

BACKGROUND AND DESCRIPTION OF NEED OR PROBLEM: Significant portions of the Coos Bay area have developed at urban level densities but remain outside the City’s Urban Growth Boundary (UGB). These areas include the urban unincorporated communities of Charleston, Barview, and Bunker Hill/Bay Park, the rural unincorporated community of Millington, and unincorporated areas between Bunker Hill/Bay Park and Millington. These areas are subject to land use regulations specific to unincorporated communities that complicate governance, infrastructure planning, and the provision of urban services.

In 2024, the City and County initiated a collaborative Phase 1 project to evaluate whether the Regional Problem Solving (RPS) process under ORS 197.652 through 197.659 could address these longstanding challenges. The Phase 1 project was funded through DLCDC grant award TA-25-006 and was carried out by CSA Planning, Ltd. (now an AKS Company) and Cable Huston LLP in coordination with the City and County.

Phase 1 produced five Technical Memoranda. The provisions that make up the RPS Agreement were presented to the Board in Technical Memos #3 and #4 during Phase 1. The Technical Memoranda were reviewed by a Project Advisory Committee, the Coos Bay Planning Commission, and the Coos County Planning Commission. The Memoranda were also reviewed by the Coos County Board of Commissioners and the Coos Bay City Council at a joint meeting on May 27th, 2025.

After completion of Phase 1, the County issued resolution 25-09-177PL on September 16th, 2025, which authorized the County to proceed with Phase 2 of the RPS work. On the same day the City issued resolution 25-33, authorizing the same work.

LCDC Work Scope Approval

On April 23–24, 2026, the Land Conservation and Development Commission (LCDC) reviewed and approved the RPS work scope as Agenda Item 12, pursuant to ORS 197.652(4). LCDC’s review confirmed that the proposed work scope can reasonably be completed within the statutory three-year timeframe, that the participant list includes all necessary local governments, and that the work scope and participant list are consistent. With this approval, LCDC authorized the initiation of the Phase 2 RPS Implementation Project.

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BOC only:	
Consent Agenda	_____
Regular Agenda	_____

It is important to note that while LCDC approved the work scope and will ultimately review the adopted plan amendments, LCDC and DLCD are not party to the RPS Agreement itself. The Agreement is solely between the County and the City.

The Phase 2 work program has been funded by DLCD through Community Planning Technical Assistance Grant # TA-27-003, which provides \$70,000 to the City of Coos Bay. The grant covers the cost of community engagement, evaluation of the urban unincorporated communities of Charleston, Barview, and Bunker Hill/Bay Park, the rural unincorporated community of Millington, and unincorporated areas between Bunker Hill/Bay Park and Millington as additions to the UGB, drafting of comprehensive plan and development code amendments, and an updated Urban Growth Management Agreement. The grant requires a project completion deadline of June 19th, 2027.

ORS 197.654 requires that, following LCDC approval of the RPS work scope, the participants develop and agree to regional goals, actions to achieve those goals, measurable performance indicators, incentives and disincentives, actions to coordinate services, and a process for corrective action. The draft RPS Agreement before the Board satisfies this requirement and provides the framework for the Phase 2 implementation work.

Overview of the RPS Agreement

The RPS Agreement establishes the framework for a collaborative planning process between the County and the City to evaluate the potential expansion of the City’s UGB to include one or more of the identified unincorporated communities and amend the UGB. The Agreement is structured around identified problems, regional goals, and RPS actions, each with measurable performance indicators, incentives, disincentives, and corrective actions. These elements are substantially the same as those found in the Technical Memoranda, with a couple of exceptions.

First, DLCD removed the analysis and possible inclusion of Urban Reserves as part of the project scope. Second, a previous draft of the RPS Agreement mentioned DLCD as a direct party to the agreement. After review, DLCD requested that they be removed as a party. This approach was reviewed by the project’s land use attorney Tommy Brooks at Cable Huston LLP; Mr. Brooks did not identify any statutory requirement for DLCD to be an actual party to the agreement itself and his counsel was that DLCD would be expected to be given latitude on this structural aspect of the project and saw no issues with the County and the City being the formal parties to the agreement with DLCD having the regulatory review role under the statute.

Three-Year Statutory Timeframe. Under ORS 197.652, the RPS project must be completed within three years of the Agreement’s execution, unless LCDC grants a one-year extension for good cause. Completion is defined as the amendment of the UGB for designated areas.

Scope of Work. The LCDC-approved work scope (Exhibit A to the Agreement) tasks the parties with evaluating the urban unincorporated communities of Charleston, Barview, and Bunker Hill/Bay Park, the rural unincorporated community of Millington, and the unincorporated area between Bunker Hill/Bay Park and Millington for UGB inclusion.

Project Schedule

The approved grant from DLCDC and the RPS Scope of Work anticipates a completion date of June 2027 for the elements related to the Phase 2 RPS work. The RPS Agreement itself anticipates additional future work to ensure coordination and efficient provision of services in the areas analyzed for addition to the City's UGB.

Action

Staff is requesting that the Board of Commissioners approve the Regional Problem Solving Agreement between the City of Coos Bay and Coos County. Approval of this agreement will allow the City and County to work collaboratively through the Regional Problem Solving process authorized by ORS 197.652 through 197.658 to evaluate and correct long-standing inconsistencies between existing development patterns and the current Urban Growth Boundary.

The purpose of the agreement is to evaluate urbanized areas surrounding the City, including Charleston, Barview, Bunker Hill/Bay Park, Millington, and adjacent developed lands, to determine whether inclusion within the City of Coos Bay Urban Growth Boundary is appropriate. Many of these areas are already developed at urban densities but remain outside the acknowledged Urban Growth Boundary, creating regulatory complexity and uncertainty for property owners, service providers, and local governments.

Approval of the agreement does not itself amend the Urban Growth Boundary or change any property designations. Rather, it establishes the framework for the City and County to conduct the necessary analyses, public involvement, and planning processes required to evaluate potential Urban Growth Boundary amendments. Any future boundary changes would be subject to separate public hearings and land use decisions.

The Regional Problem Solving process is intended to provide greater certainty for affected property owners regarding the long-term development potential of residential, commercial, and industrial properties, while improving coordination of infrastructure, public services, economic development opportunities, and future growth planning within the Coos Bay area.

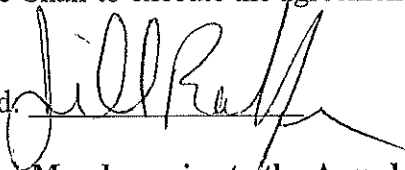
Accordingly, staff recommends that the Board of Commissioners approve the Regional Problem Solving Agreement and authorize the Chair to execute the agreement on behalf of Coos County.

FUNDING SOURCE: Grant

BOC only:
Consent Agenda _____
Regular Agenda _____

REQUESTED ACTION: Staff suggests the following motion: I move that the Board of Commissioners approve the Regional Problem-Solving Agreement between Coos County and the City of Coos Bay, in substantially the form presented, and authorize the Chair to execute the agreement on behalf of Coos County.

Date: June 9, 2026

Signature of Dept. Head. 

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

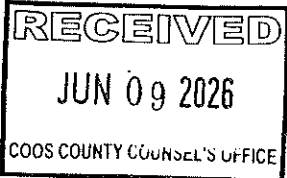
If this is a contract or grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the contract signed first by the vendor (except state/federal grants or contracts)?
- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

County Counsel CT _____

Treasurer _____

Human Resources _____



BOC only: _____
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Request of approval of appropriation transfer – Resolution **26-06-084B**

Department: County Counsel

Requested Agenda Date: 6/16/2026

Contact Person: Colton Totland

Phone/Ext.: 7690

Background and description of need or problem: Request to transfer ¹⁴⁷⁸⁶ ~~\$15,000~~ from "Other Expense in the 9900- Misc. Department to the Personnel Services line item for County Counsel's Office to cover the cost difference between the former HR Assistance Part-time Equivalent and the current Full-time Employee Position.

Funding Source: Other Expense

Requested Action: Board to Approve and Sign Resolution 26-06-084B

Date: 6/8/26

Signature of Dept. Head: Colton Totland

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

If this is a Contract or Grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the Contract signed first by the vendor (except state/federal grants or contracts)?
- If Insurance is required, Is the Insurance Certificate attached?
- Is the Clerk's Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel CT

Treasurer MS

Human Resources _____

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1 BOARD OF COMMISSIONERS
2 COUNTY OF COOS
3 STATE OF OREGON

4 In the Matter of a Transfer of Expenditure)
5 Appropriations in the Amount of \$14,786) RESOLUTION
6 Within the General Fund) 26-06-084B

7 NOW BEFORE THE BOARD OF COMMISSIONERS sitting for the transaction of
8 County business at a meeting on June 16, 2026, is the matter of a transfer of appropriations in
9 the amount of \$14,786;

10 WHEREAS, the reason, need and purpose of the request for transfer of expenditure
11 appropriations is for an position change mid-fiscal year;

12 WHEREAS, a transfer of expenditure appropriations would be allowable according to
13 O.R.S. 294.463 as expenditures were not anticipated during the preparation of the current
14 fiscal year's budget;

15 NOW, THEREFORE, BE IT RESOLVED that the transfer of appropriations be approved
16 and be transferred between the categories and amount as shown below:

17 001 General Fund

18 From:

19 9900 – Miscellaneous Department

20 Materials & Services

21 415.22-01 Other Expense \$ 14,786

22 To:

23 5000 – County Counsel Department

24 Personnel Services

25 415.10-01 Regular Wages 7,734

26 415.10-03 Overtime 402

27 415.15-02 PERS 831

28 415.15-03 Insurance Benefits 5,819

\$ 14,786

BOC only: _____
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Request of approval of appropriation transfer – Resolution **26-06-088B**

Department: County Counsel

Requested Agenda Date: 6/16/2026

Contact Person: Colton Totland

Phone/Ext.: 7690

Background and description of need or problem: Request to transfer \$20,000 from "Other Expense in the 9900- Misc. Department to the Contracted Services line item for County Counsel's Office to cover unforeseen & ongoing legal matters.

Funding Source: Other Expense

Requested Action: Board to Approve and Sign Resolution 26-06-088B

Date: 6/10/26

Signature of Dept. Head: Colton Totland

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline**. Counsel will forward to Treasurer.

If this is a Contract or Grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the Contract signed first by the vendor (except state/federal grants or contracts)?
- If Insurance is required, Is the Insurance Certificate attached?
- Is the Clerk's Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel CT

Treasurer MG

Human Resources _____

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1 BOARD OF COMMISSIONERS
2 COUNTY OF COOS
3 STATE OF OREGON

4 In the Matter of a Transfer of Expenditure)
5 Appropriations in the Amount of \$20,000) RESOLUTION
6 Within the General Fund) 26-06-088B

7 NOW BEFORE THE BOARD OF COMMISSIONERS sitting for the transaction of
8 County business at a meeting on June 16, 2026, is the matter of a transfer of appropriations in
9 the amount of \$20,000;

10 WHEREAS, the reason, need and purpose of the request for transfer of expenditure
11 appropriations is for unforeseen legal matters;

12 WHEREAS, a transfer of expenditure appropriations would be allowable according to
13 O.R.S. 294.463 as expenditures were not anticipated during the preparation of the current
14 fiscal year's budget;

15 NOW, THEREFORE, BE IT RESOLVED that the transfer of appropriations be approved
16 and be transferred between the categories and amount as shown below:

17 001 General Fund

18 From:

19 9900 – Miscellaneous Department

20 Materials & Services

21 415.22-01 Other Expense

\$ 20,000

22 To:

23 5000 – County Counsel Department

24 Materials & Services

25 415.36-01 Contracted Services

\$ 20,000

26 Dated this _____ day of June 2026.

27 BOARD OF COMMISSIONERS

28 _____
Commissioner

Commissioner

Commissioner

Prepared by:



Budget Office