



# CROOK COUNTY BOARD OF COMMISSIONERS AGENDA

Wednesday, May 21, 2025 at 9:00 am

## Crook County Annex I 320 NE Court St. I Prineville OR

Members of the public and media are welcome to attend in person or via Zoom: 1-253-215-8782;

Meeting ID: 981 7361 2010; Passcode: 033745

### PUBLIC COMMENT

*Please note that each speaker is limited to a maximum of five (5) minutes. This guideline helps ensure that everyone has an equal opportunity to speak.*

### CONSENT AGENDA

(Consent agenda items are routine matters - e.g. minutes, appropriations orders, contracts, agreements, completion of previously discussed matters and decisions requiring Board ratification which are not expected to generate discussion. Any member of the Board may request removal of an item for separate discussion or vote. All remaining items are approved in a single motion.)

1. **Approve Minutes**
2. **Approve Crook County Landfill's Solid Waste Management Plan**
3. **Ordinance 346 - Adding a New 3C Aggregate Site to the Comprehensive Plan**

### DISCUSSION

4. **Proclamation Declaring May as Mental Health Awareness Month**

Requester: Katie Plumb

Health and Human Services Director

5. **Crooked River Watershed Council – 2024 Annual Report Presentation and Program Update**

Requester: Chris Gannon

Watershed Council Coordinator

6. **OHA 2023-2025 Intergovernmental Agreement Amendment 16**

Requester: Katie Plumb

Health and Human Services Director

7. **Contract Amendment with Mosaic Community Health for School Based Health Center**

## **Services**

Requester: Katie Plumb

Health and Human Services Director

### **8. Approval to Purchase Chip Seal Oil and Distributor from Albina Asphalt via Deschutes County Contract – Total Cost \$554,310**

Requester: Brad Haynes

Road Superintendent

### **9. Approval of Order 2025-16 for Road Rename within the Brasada, Phase 14. Renaming SW Treehouse Court to SW Ironwood Court**

Requester: John Eisler

Presenter: Katie McDonald

### **10. PUBLIC HEARING: Order 2025-11 Ordering the fees to be collected by Crook County for fiscal year 2025-2026**

Requester: Christina Haron

Finance Director

### **11. Supplemental Budget Hearing - Order 2025-13 Adopting a Supplemental Budget for Crook County Fiscal Year 2025**

Requester: Jamie Berger

Budget Manager

### **12. Supplemental Budget Hearing – Order 2025-15 Adopting a Supplemental Budget for Crook County Fiscal Year 2025**

Requester: Jamie Berger

Budget Manager

## **MANAGER REPORT**

### **13. Letter of Support - SRS Reauthorization**

## **COMMISSIONER UPDATES**

## **PUBLIC COMMENT**

*Please note that each speaker is limited to a maximum of five (5) minutes. This guideline helps ensure that everyone has an equal opportunity to speak.*

## **EXECUTIVE SESSION**

\*None Scheduled\*

## **NOTICE AND DISCLAIMER**

The Crook County Board of Commissioners is the governing body of Crook County, Oregon, and holds public meetings (generally on the first and third Wednesday of each month) to deliberate upon matters of County concern. As part of its efforts to keep the public apprised of its activities, the

Crook County Board of Commissioners has published this PDF file. This file contains the material to be presented before the Board of Commissioners for its next scheduled regular meeting.

Please note that while County staff members make a dedicated effort to keep this file up to date, documents and content may be added, removed, or changed between when this file is posted online and when the Board of Commissioner meeting is held. The material contained herein may be changed at any time, with or without notice.

CROOK COUNTY MAKES NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY, ACCURACY, FITNESS FOR A PARTICULAR PURPOSE, OR FOR ANY OTHER MATTER. THE COUNTY IS NOT RESPONSIBLE FOR POSSIBLE ERRORS, OMISSIONS, MISUSE, OR MISINTERPRETATION.

Please also note that this file does not contain any material scheduled to be discussed at an executive session, or material the access to which may be restricted under the terms of Oregon law.

If you are interested in obtaining additional copies of any of the documents contained herein, they may be obtained by completing a Crook County Public Records Request form. Request forms are available on the County's website or at the County Administration office at 203 NE Court Street, in Prineville.

### **Additional Items**

Additional items may be discussed that arise too late to be included as a part of this notice. For information about adding agenda items, please contact the County Administration office at 447-6555. Assistance to handicapped individuals is provided with advance notice.

---

Contact: Brian Barney (brian.barney@crookcountyor.gov (541) 447-6555) | Agenda published on 05/14/2025 at 4:22 PM

**CROOK COUNTY BOARD OF COMMISSIONERS MINUTES  
OF FEBRUARY 26, 2025, WORK SESSION  
Open Portion**

**Be It Remembered** that the Crook County Board of Commissioners met in a regularly scheduled Work Session on February 26, 2025, at 9:00 a.m. in the Administration Conference room located at 203 NE Court Street, Prineville, Oregon 97754.

Board Members Present: Commissioner Brian Barney, Commissioner Susan Hermreck, and Commissioner Seth Crawford

Absentees: None

Others Present in Person or Via Zoom: Legal Counsel Eric Blaine; Executive Administrative Assistant Sarah Puerner; Community Development Director John Eisler; County Manager Will Van Vactor; Executive Assistant Breyanna Cupp; Administrative Assistant Mona Glade; Road Superintendent Brad Haynes; Airport Manager Kelly Coffelt; Finance Director Christina Haron; Library Director Sarah Beeler; Building Official Randy Davis; Health and Human Services Director Katie Plumb; Natural Resources Manager Tim Deboodt; Extension Manager Rebecca Keegan; Clerk Cheryl Seely; Fairgrounds Manager Casey Daly; Assessor Jon Soliz; Operations Manager Katrina Weitman; Sheriff Gautney; Legal Assistant Alex Solterbeck; Assessment Technician Elsie Ray; Appraiser Stephanie West; Modernization Manager Stephanie O'Neal; Assessment Technician Linda Pepper; Community Health Worker Shelby Fisher; Bruce Scanlon; Mike Ervin; Chris Cheng; Sara Pimentel; Jerimiah Kenfield; Laura York; and members of the public.

**WORK SESSION**

The meeting was **called to order at 9:00 a.m.**

Public Comment: None

**Discussion item #1:** Western Ridged Mussel ESA Listing Potential Impacts and Engagement:

**Requester:** Bruce Scanlon

**Details:** Bruce Scanlon, Manager of the Ochoco Irrigation District, attended the Work Session to brief the Board of Commissioners on the potential ESA listing of the Western Ridged Mussel and its implications for Crook County. Mr. Scanlon requested the Commissioners' approval to participate in a grant-funded study of the mussel, which has been under consideration for endangered status since a 2020 petition, with a US Fish and Wildlife Service review indicating it might be listed as "threatened" or "endangered" by 2025. Found in the Crooked River, the potential listing of this mussel could have substantial impacts on the local community. The study aims to assess these impacts by reviewing existing data and collecting new information. The grant application seeks \$4800 to cover the scope of work needed to complete the study. Discussion covered funding sources, the urgency of the March grant application deadline, potential conflicts of interest, and the need for further details on the grant's requirements and

commitments. It was concluded that while a letter of support was unnecessary, active participation and the allocation of \$4800 were essential to proceed.

**MOTION** to direct Will Van Vactor to have additional conversations with Bruce to ensure this is consistent with how the Board has used the Community Fund in the past and to make sure we have the funding available and to give Will Van Vactor the discretion to make the decision on whether to spend the funds or not. Motion seconded by Crawford. No discussion. Commissioner Hermreck votes Aye, Commissioner Crawford votes Aye, Commissioner Barney votes Aye. Motion carried 3-0.

**Discussion item #2: Update on NRAC Vacancy Application Process:**

**Requester:** Tim Deboodt

**Details:** Tim Deboodt, the Natural Resources Manager, attended the Work Session to update the Board of Commissioners about the current vacancy on the Natural Resource Advisory Committee (NRAC) and the status of applications received. There is one open position on the NRAC, with the deadline for applications set for this Friday, February 28th. The NRAC will convene a special Zoom meeting on Monday, March 3<sup>rd</sup>, to review the applications collectively. Commissioner Hermreck highlighted the committee's heightened importance for Crook County, especially in light of recent federal funding cuts. The NRAC's recommendation for filling the vacancy will be presented to the Board of Commissioners at their meeting on March 5<sup>th</sup>.

**Discussion item #3: Update on Ag Extension Advisory Board Appointments:**

**Requester:** Rebecca Keegan

**Details:** Ag Extension Manger Rebecca Keegan attended the Work Session to update the Board of Commissioners about the recruitment for the Ag Extension Advisory Board. The County advertised for vacancies and received several applications. The Ag Extension Advisory Board will hold a special zoom meeting on Monday to review the applications received. The Ag Extension Advisory Board's recommendation for filling the vacancies will be presented to the Board of Commissioners at their meeting on March 5<sup>th</sup>.

**Discussion item #4: Crook County Ambulance Service Plan:**

**Requester:** Katie Plumb

**Details:** Health and Human Services Director Katie Plumb attended the Work Session to present the Crook County Ambulance Service Plan to the Board of Commissioners. Initially developed in 2008, this plan is part of the county's responsibility, as mandated by Oregon state law (ORS 682.062), to ensure the efficient and effective provision of ambulance services. While there are no substantial functional changes to the existing plan, it does reaffirm that partners are actively engaged and that coverage extends into areas like Deschutes County. The discussion also covered the advisory council that oversees the plan, with future plans to formally establish this council. Katie will draft the bylaws for the council, and the Commissioners have requested she return with these bylaw revisions. The plan's adoption is scheduled for final approval on the consent agenda of the March 5th meeting.

**Discussion item #5: Grant Acceptance for eBikes Addition to Crook County's Library of Things Collection:**

**Requester:** Sarah Beeler

**Details:** Library Director Sarah Beeler, James Good from Good Bike, and Chris Cheng from ODOT attended the Work Session to request permission to accept an ODOT grant. This grant would allow the Crook County Library to acquire three eBikes, along with accessories and LINKA locks, to enhance its Library of Things Collection. The library plans to enter a separate agreement for the maintenance of these eBikes, which will be stored in an unused shed at the library. The bikes are equipped with anti-theft tracking devices, enabling the library to monitor and retrieve disabled bikes. Graybeal noted that additional insurance would cost approximately \$1,000/year, which the grant will also cover. Commissioner Hermreck raised concerns about the proposed three-week rental period, suggesting it be shortened to allow more community members access to the bikes. Chris Cheng clarified that while the program aims to gauge user enjoyment, the rental period is flexible and can be adjusted as it is not specified in the grant agreement. The approval to accept the grant and proceed with this initiative will be considered on the consent agenda for the meeting on March 5th.

**Discussion item #6: Legislative Bill Tracking:**

**Requester:** Breyanna Cupp

**Details:** Executive Assistant Breyanna Cupp attended the Work Session to introduce a Legislative Bill Tracking system that would enable the tracking of legislative sessions. The initial cost for Crook County to set up the account is \$125, with additional monthly charges depending on the number of bills being tracked. This system will allow the Commissioners to monitor legislative bills, submit testimony, receive updates on bills they are tracking, and forward relevant information to the affected department heads. The Board of Commissioners has agreed to proceed with implementing this Bill Tracking system.

**Discussion item #7: Community Development Monthly Update:**

**Requester:** John Eisler

**Details:** Community Development Director John Eisler and Building Official Randy Davis attended the Work Session to update the Board of Commissioners on recent community development activities. In January 2025, the building department issued 123 permits, closely aligning with the number issued in January 2024. The department is currently overseeing over 1200 active projects, including inspections and plan reviews. This activity is aligning more closely with the expectations for a community of our size, indicating stability in operations. Despite high activity levels, the building department is operating with fewer staff, down by three inspectors and a plans examiner. Given budget constraints, these positions remain unfilled, with existing staff taking on diversified roles to manage workload effectively. On the planning side, the department received 31 applications last month, marking a 615% increase. This surge in activity has led to a fully booked planning commission calendar through the end of May. The planning department is also involved in several key projects: wrapping up the Transportation System Plan (TSP), advancing the safety action plan, and managing both the Department of Defense (DOD) military grant overlay and changes to the energy code. Significant developments include the construction of the Haus substation near the

BPA substation, the Crooked River Taphouse's application for a location on 2nd Street, and an expansion project at a veterinary clinic also located on 2nd Street.

Manager Report:

Will Van Vactor announced that going forward, he will primarily focus on delivering the manager report during regular board meetings. Commissioner Hermreck and himself recently spent a few days in Salem at the AOC County College, where they explored topics such as assessment, taxation, community development, and risk management. They are scheduled to attend two more County College events in the future.

Commissioner Updates:

Commissioner Hermreck mentioned that she has drafted a letter of opposition concerning House Bill 2640. This bill addresses the issues of aggravated harassment, specifically spitting on law enforcement officers and the potential transmission of communicable diseases. The letter expresses strong opposition from Crook County residents to the bill, which imposes stringent prosecution requirements. Specifically, the state must prove that an individual intentionally spat at a law enforcement officer, complicating the legal process.

**MOTION** to sign the letter in opposition to HB2640. Motion seconded by Commissioner Hermreck. No discussion. Commissioner Crawford votes Aye, Commissioner Barney votes Aye, Commissioner Hermreck votes Aye. Motion carried 3-0.

Commissioner Crawford shared that he had a productive day in Salem, participating in a rally related to the wildfire hazard risk map. He noted that many legislators spoke at the event and expressed optimism about the progress, emphasizing the need to maintain pressure. He is collaborating with John Eisler to devise a strategy for Crook County to challenge the wildfire hazard risk map, aiming to represent not only Crook County properties but also the interests of all residents. Additionally, Commissioner Crawford is preparing to travel to Washington D.C. for the NACo conference, where he has scheduled meetings with staff from the Speaker's office. His agenda includes discussing the Secure Rural Schools program and exploring funding opportunities. He is also working on arranging a meeting with FEMA to discuss issues related to the flood plain.

Commissioner Barney reported that he recently testified in support of CORE3 and has a letter ready for signing as an elected official to further endorse his testimony. Additionally, on the 12th and 13th, Commissioner Barney will travel to Denver, Colorado, with CORE3 to tour two to three different facilities. This trip is aimed at understanding what plans are being considered for implementation in our regional area.

There being no further business before the Board of Commissioners, the meeting was **adjourned at 10:34 a.m.**

Respectfully submitted,

**Sarah Puerner / Breyanna Cupp**

**CROOK COUNTY BOARD OF COMMISSIONERS MINUTES  
OF MARCH 5, 2025, REGULAR MEETING  
Open Portion**

**Be It Remembered** that the Crook County Board of Commissioners met in a Regular Meeting on March 5, 2025, at 9:00 a.m. in the County meeting room located at 320 NE Court Street, Prineville, Oregon 97754.

Board Members Present: Commissioner Brian Barney; Commissioner Susan Hermreck  
Absentees: Commissioner Seth Crawford

Others Present in Person or Via Zoom: County Counsel Eric Blaine; Community Development Director John Eisler; Executive Assistant/Communications Officer Sarah Puerner; County Manager Will Van Vactor; Executive Assistant Breyanna Cupp; Road Superintendent Brad Haynes; Fairgrounds Manager Casey Daly; Clerk Cheryl Seely; Extension Manager Rebecca Keegan; Legal Assistant Alex Solterbeck; Human Resources Director Meghan McKee; Assessor Jon Soliz; Health and Human Services Director Katie Plumb; Library Director Sarah Beeler; Appraiser Stephanie West; Assessment Technician Elsie Ray; Appraiser Karen Bushnell; Community Health Worker Shelby Fisher; Assessment Technician Linda Pepper; Adam and Karen Mikulski; Tommy Brooks; Ashley McCormick; Justin Alderman; Don Profily; Mike Ervin; Greg Svelund; Jim Newton; Lori Desjardins; Larry and Dianna Scheffler; Tawndy Byrd; Ryann Bafford; Landyn Bafford; Brady Bafford; Tim Deboodt; Julie Thompson; Bobbi Aldrich; Dick Zimmerlee; Matt Smith; and members of the public.

**REGULAR SESSION**

The meeting was **called to order at 9:00 a.m.**

**Public Comment:** None

**Consent Agenda:**

1. Approve Minutes
2. Approve Crook County Ambulance Service Plan
3. Approve Grant Acceptance for eBikes Addition to Crook County's Library of Things Collection
4. 2017 GO Bond IRS Examination Results
5. FY 23 Oregon Department of Health and Human Services Audit

**MOTION** to approve the consent agenda as presented. Motion seconded by Commissioner Barney. No discussion. Commissioner Hermreck votes Aye, Commissioner Barney votes Aye. Motion carried 2-0.

**Discussion item #6: Approval of Funding for Facility Rental at Crook County Fairgrounds: Tri County and Oregon High School Rodeo State Finals:**

**Requester:** Bobbi Aldrich

**Details:** OHSRA Secretary Bobbi Aldrich, along with student contestants, attended the Regular Session to request a waiver of facility fees at the Crook County Fairgrounds for

the upcoming Tri-County High School Rodeo and the Oregon High School Rodeo State Finals. The Oregon High School Rodeo Association (OHSRA) is a statewide 501(c)(3) nonprofit organization that provides high school students with opportunities to compete and grow in the sport of rodeo. With approximately 200 members, each event draws an estimated 400 to 600 attendees including family and supporters. OHSRA continues to see growth, with the Tri-County High School Rodeo (the largest club in Oregon) scheduled to host a major event May 2–4, followed by the State Finals in June. The total facility fees for both weekends amount to \$6,000. Last year, OHSRA raised over \$50,000 in scholarships to help students pursue college or trade school, with many continuing on to college rodeo programs. Bobbi Aldrich expressed appreciation for Crook County’s support, noting challenges statewide in securing affordable arenas for rodeos. For example, the Portland Rodeo Club has relocated to Sisters due to high costs. These events provide significant benefits to local businesses and tourism. Commissioner Brian Barney emphasized Crook County’s ranching heritage, while Commissioner Susan Hermreck noted the strong rodeo culture, pointing out the cowboy hats and western pride during these local events.

**MOTION** to approve the funding for facility rental at Crook County Fairgrounds for the Tri-County and Oregon High School Rodeo State Finals. Motion seconded by Commissioner Barney. No discussion. Commissioner Hermreck votes Aye, Commissioner Barney votes Aye. Motion carried 2-0.

**Discussion item #7: Highland Subdivision Water District - Possible Dissolution:**

**Requester:** Richard Mayers

**Details:** Highland Water District Vice President Richard Mayers attended the Regular Session to inform the Board of Commissioners about the district’s urgent need for support and to inquire whether the County might consider stepping in to assist or potentially assume responsibility for the district. The board is on the verge of collapse, with multiple members stepping down due to health issues and Mayers himself preparing to move out of the area. Despite posting vacancies twice, the district has been unable to find volunteers to fill the roles—all of which are unpaid. Mayers explained that, in accordance with SDAO guidelines, he was bringing this matter to the County's attention. Commissioner Brian Barney acknowledged the seriousness of the situation, stating the County would review the matter, explore potential solutions, and follow up with Mayers. The Highland Water District currently serves approximately 156 homes.

**Discussion item #8: Recommendation to the Natural Resource Advisory Committee:**

**Requester:** Tim Deboodt

**Details:** Natural Resources Manager Tim Deboodt attended the Regular Session to present a recommendation to the Board of Commissioners regarding a vacancy on the County’s Natural Resources Advisory Committee (NRAC). The County advertised the open position, and the application period closed on Friday, February 28. Two highly qualified applications were received. The NRAC met on Monday via Zoom to review and discuss the applications. Given the strong qualifications of both candidates, the committee plans to discuss amending its bylaws at an upcoming meeting to allow for an increase in membership. In the meantime, the committee has recommended the

reappointment of Clif Kiser to a new four-year term, set to expire on December 31, 2028.

**MOTION** to approve Order 2025-06 in the matter of the appointment to the Natural Resource Advisory Committee of Cliff Kiser to a 4-year term expiring December 31, 2028. Motion seconded by Commissioner Barney. No discussion. Commissioner Hermreck votes Aye, Commissioner Barney votes Aye. Motion carried 2-0.

**Discussion item #9: Recommendations to the Ag Extension Service District Board:**

**Requester:** Rebecca Keegan

**Details:** Ag Extension Manager Rebecca Keegan attended the Regular Session to present a recommendation to the Board of Commissioners regarding appointments to the Agricultural Extension Service District Advisory Board. There are currently three open positions, and two applications were received—from returning members John Dehler and Janice Flegel. The Advisory Board met via Zoom on Monday to review the applications. After discussion, the board unanimously recommended both applicants for reappointment to new three-year terms. One position remains vacant, and it was agreed that Administration will move forward with readvertising to fill the remaining seat.

**MOTION** to approve Order 2025-07 in the matter of the appointment to the Ag Extension Service District Advisory Board of position #5 John Dehler for a 3-year term expiring December 31, 2027, and position #7 Janice Flegel for a 3-year term expiring December 31, 2027. Motion seconded by Commissioner Barney. No discussion. Commissioner Hermreck votes Aye, Commissioner Barney votes Aye. Motion carried 2-0.

**Discussion item #10: Discussion about Janitorial Procurement:**

**Requester:** James Preuss

**Details:** Assistant County Counsel John Eisler attended the Regular Session to present the janitorial services procurement for Crook County Facilities on behalf of Facilities Director James Preuss. This procurement falls under the County's intermediate procurement rules (CCC 3.12.060), which allow the contract to be awarded to the proposer that best serves the County's interests, taking into account not only cost, but also factors such as experience, expertise, product functionality, and contractor responsibility. Four proposals were received, and staff recommended awarding the contract to Central Oregon Janitorial (COJ). In addition to submitting the lowest-cost bid, COJ has demonstrated strong performance, responsiveness, and reliability through their current janitorial services contract at the Crook County Justice Center. Their proven experience makes them the best fit for County-wide janitorial needs. The transition to the new provider will begin promptly following termination of the current contract.

**MOTION** to approve the contract for Central Oregon Janitorial Services LLC to start at the specified time on this contract. Motion seconded by Commissioner Barney. No discussion. Commissioner Hermreck votes Aye, Commissioner Barney votes Aye. Motion carried 2-0.

**Discussion item #11: Discussion on Proposing an Amendment to the Intergovernmental Agreement with the City of Prineville: Changes to Crook County Road Agency Board Membership and Agency Independence**

**Requester:** Eric Blaine

**Details:** County Counsel Eric Blaine attended the Regular Session to present a proposed amendment to the Intergovernmental Agreement (IGA) with the City of Prineville. This amendment relates to Crook County's implementation of House Bill 2174, which provides a pathway for eligible counties to receive Secure Rural Schools (SRS) funding by forming one of three authorized governmental entities. In response to this legislation, Crook, Jefferson, and Deschutes Counties jointly formed an intergovernmental entity under ORS Chapter 190, while Klamath County created a service district under ORS Chapter 451. As part of a coordinated effort, the counties submitted a joint response to the U.S. Department of the Interior (DOI) clarifying that shared board membership between public entities does not automatically imply dependency. However, to avoid any potential disputes over future SRS payments, the County is considering revisions to the existing IGA that would alter the board structure of the Crook County Road Agency. One option under discussion includes expanding the board to incorporate appointments from both the County and the City of Prineville, and possibly opening positions to public volunteers. While the future allocation of SRS funds remains uncertain due to the number of eligible jurisdictions nationwide, Crook County's 2024 allocation—free of dispute—exceeded \$2 million. Commissioner Brian Barney voiced strong support for pursuing the amendment, emphasizing the importance of preserving access to this critical funding. County Counsel Eric Blaine will contact the City of Prineville to initiate a conversation, explore options, and begin drafting a proposed amendment to the IGA.

**Manager Report:**

**Will Van Vactor** took a moment to thank Jamie Berger and the Finance Department for their hard work in preparing the County's budget this season. Budget meetings are now scheduled, and appreciation was also extended to all department heads for their contributions in moving the process forward. He noted that the upcoming fiscal year may present significant budget challenges. In terms of public and community engagement, Van Vactor shared that the Elected Officials Compensation Committee will meet tomorrow to recommend an appointment for the committee's third member. He also acknowledged that the County continues to receive feedback from citizens and department heads regarding legislative concerns and affirmed that these issues will continue to be addressed as needed.

**Commissioner Updates:**

**Commissioner Hermreck** shared that she had planned to testify earlier that morning on House Bill 3487, which addresses the growing grasshopper issue, but was unable to do so prior to the meeting. Testimony can still be submitted within the next 48 hours, and she confirmed it will be submitted. She also announced a grasshopper-focused community meeting scheduled for March 18th at noon at the Pow Mow Club in Paulina. Representatives from the Oregon Department of Agriculture will be in attendance. The purpose of the meeting is to answer questions, hear from local ranchers, and begin coordinating proactive efforts ahead of the anticipated grasshopper outbreak in Eastern

Oregon. Commissioner Hermreck stressed the urgency of securing equipment and resources, especially given the history of wildfires in the Post and Paulina areas. She also noted that Representative Vikki Breese Iverson has asked the County to track House Bill 3349, which would authorize the State Forestry Department to take specific actions related to motor vehicles and equipment. Iverson is also supporting House Bill 3350, which allocates General Fund resources to the State Forestry Department for the Rangeland Protection Association Fund. Commissioner Hermreck concluded her remarks by turning the update over to County Counsel John Eisler.

County Counsel John Eisler provided an update on a letter he drafted to the Joint Committee on Ways and Means, advocating for potential funding to support the Department of Environmental Quality's (DEQ) neighborhood sampling plan related to the groundwater contamination issue. The funding request totals \$250,000—\$150,000 for the initial round of testing and an additional \$100,000 for follow-up testing. Although the letter was not included in the meeting packet due to a missed submission deadline, Eisler read the full letter aloud for the record.

**MOTION** to approve the letter for support for further study of groundwater quality concerns in Crook County. Motion seconded by Commissioner Barney. During discussion, it was mentioned that the Letter will be sent to Senator Fred Girod, Rep. Rob Nosse and The Joint Committee on Ways & Means, subcommittee on Capital Construction. No further discussion. Commissioner Hermreck votes Aye, Commissioner Barney votes Aye. Motion carried 2-0.

County Counsel John Eisler also provided an update on the Wildfire Hazard Risk Map appeal. He shared that the draft appeal is complete and on track to be filed by Friday. The appeal challenges the map on behalf of both a specific County-owned property and all properties within Crook County, asserting that the map lacks sufficient detail to accurately reflect wildfire risk at the property-ownership level and that certain risk factors were incorrectly applied. Eisler noted that the draft is awaiting final review by Commissioner Crawford. Commissioner Brian Barney confirmed he has reviewed the draft and its supporting exhibits and is in full support of the filing.

**Public Comment:**

Julie Thompson thanked the County for the surprise funding support for groundwater testing and acknowledged the progress being made. She emphasized the urgency of completing the geologist's report from the first round of testing and reiterated her request for financial assistance from the County, noting previous denials. Julie shared that residents have already spent thousands of dollars on private water testing and are hesitant to invest more without certainty. After thoroughly reviewing the County's 246-page budget, she pointed out that departments such as Environmental Health and Natural Resources may have resources or personnel that could assist. She specifically cited the role of Environmental Health in protecting public health and questioned whether existing budgeted funds—such as a \$194,000 line item—could be used to help cover the remaining \$50,000 needed to complete the geologist's report. Julie also mentioned her personal investment of \$11,000 in a filtered water system to protect her septic well and submitted supporting documents to County Counsel John Eisler. Eisler

added that if DEQ funding is approved by Friday, the geologist's final report could be completed by the end of May.

John Eisler shared that, based on conversations with DEQ, if the requested funding is approved on Friday, it must be spent immediately—potentially by May. Commissioner Hermreck noted that if the funding is secured and testing is completed, the results could significantly strengthen the County’s position with the State.

Commissioner Barney emphasized the County’s efforts to collaborate with DEQ and clarified that it would be very difficult to allocate additional County funds for this purpose. Julie Thompson brought up concerns about a perceived “secret meeting” involving the Commissioners and Knife River. Commissioner Barney clarified that the meeting is not an official public or Board of Commissioners meeting, but a discussion involving Commissioner Hermreck, County Counsel John Eisler, and Knife River.

Julie also asked for an update on whether Knife River would allow third-party testing of their water. John Eisler confirmed that third-party testing is already underway.

Dick Zimmerlee expressed support for Julie Thompson’s request for County funding, emphasizing that geologist Jim Newton has been involved since the beginning of the groundwater concerns, including the original Woodward permit process. Zimmerlee noted that Newton, a licensed geologist and certified water right examiner, has already compiled extensive data from both community-led and state-conducted tests and could complete a final report within 60 days for approximately \$50,000. He cautioned that bringing in outside counsel unfamiliar with the background may increase costs and delay progress.

Commissioner Hermreck clarified that the County has not yet hired outside counsel and assured Zimmerlee that his input is being taken seriously. Commissioner Barney explained that any outside legal support would be to replace County Counsel John Eisler, who has transitioned into Community Development, and not to replace scientific expertise. Hermreck emphasized the value of an independent review, or “second set of eyes,” on behalf of the County. When Zimmerlee asked whether the County would participate financially in Newton’s report, both Commissioners Hermreck and Barney responded that, at this time, the County does not plan to fund that effort.

Adam Mikulski expressed frustration over repeated complaints he and others have filed regarding Knife River’s operations under their Conditional Use Permit (CUP), particularly around violations such as truck parking and dewatering without proper permits. He noted that while some responses have been received from County staff—often relayed through Knife River—they feel more like excuses than solutions. He questioned whether the County is taking meaningful action to enforce the CUP and expressed fatigue over having to continually monitor and report violations. County Counsel John Eisler acknowledged the concerns, stating that recent complaints have led to the submission of a vector and weed management plan, which the County can now track. He also noted this was the first formal complaint received about parking

violations. Eisler assured that Knife River is treated like any other entity in the County, without special treatment, and believes some progress is being made.

Commissioner Hermreck thanked the Mikulskis for their ongoing involvement and confirmed she received photos from Karen Mikulski, even though she hadn't yet replied via email. Hermreck expressed appreciation for their diligence and acknowledged the slow pace of the process, wishing it could move faster for the community's benefit.

At 10:00 a.m. the Board of Commissioners convened into Executive Session under the following statute(s): 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.

### **EXECUTIVE SESSION**

At the conclusion of the Executive Session, the Board of Commissioners convened back into Open Session, inviting members of the public into the meeting room.

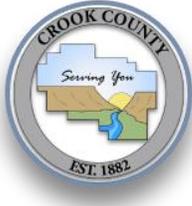
**MOTION** for staff to proceed as directed in the Executive Session. Motion seconded by Commissioner Barney. No discussion. Commissioner Hermreck votes Aye, Commissioner Barney votes Aye. Motion carried 2-0.

There being no further business before the Board, the meeting was **adjourned at 10:44 a.m.**

Respectfully submitted,

**Sarah Puerner / Breyanna Cupp**

## AGENDA ITEM REQUEST



**Date:**

**Meeting date desired:**

**Subject:**

**Background and policy implications:**

**Budget/fiscal impacts:**

**Requested by:**

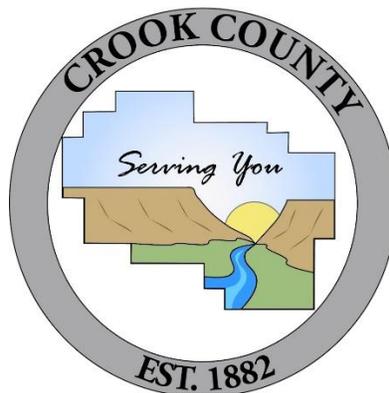
**Presenters:**

**Legal review (only if requested):**

**Elected official sponsor (if applicable):**

/

# Solid Waste Management Plan Update



**Prepared for  
Crook County  
300 NE Third Street  
Prineville, OR 97754**

**Prepared by JRMA  
February 2025**





# Table of Contents

Tables and Figures..... 3

1.Executive Summary .....1

1.1. History of Crook County Landfill .....1

1.2. Brief Outline of Regulatory Requirements.....2

1.3. Overview of SWMP Update Process .....4

1.4. Summary of Recommendations and Facility Improvements.....5

2.1. Introduction .....7

2.2 Overview of Existing Solid Waste System ..... 8

3. Waste Reduction/Recycling/Collection Programs .....10

3.1. Education and Outreach .....12

3.2. Trash, Recycling, and Yard Debris Collection Programs.....12

3.3. Recyclables Drop-off Programs.....15

3.4. Program Evaluation and Alternatives .....18

4. Household Hazardous Waste Collection Programs .....21

4.1. Drop-Off Services at Crook County Landfill .....21

5. Transfer, Disposal, and Alternative Solid Waste Management and Services .....24

5.1. Transfer Facilities .....24

5.2. Disposal Facilities .....24

5.3. Alternative Solid Waste Management Facilities .....26

5.4. Recommendations .....26

6. Administration and Financial Plan .....27

6.1. Rate Analysis .....27

6.2. Funding Strategies.....28

6.3. Recommendations .....29

7. Implementation Plan.....29

Appendix A – Proposed Recycling Depot Site Plan at Crook County Landfill

Appendix B – Proposed Public Transfer Area Expansion Site Plan at Crook County Landfill

Appendix C – Crook County Landfill – Gas Collection and Control System (GCCS) Technical Memorandum

Appendix D – Rough Order of Magnitude Cost Estimate for Public Transfer Area

Appendix E – Rough Order of Magnitude Cost Estimate for Recycling Depot

Appendix F – Crook County Funding Reserves Background Memo



## Tables and Figures

Figure 1.....	19
Figure 2.....	25
Table 1.....	5
Table 2.....	7
Table 3.....	8
Table 4.....	8
Table 5.....	8
Table 6.....	11
Table 7.....	12
Table 8.....	13
Table 9.....	13
Table 10.....	14
Table 11.....	14
Table 12.....	16
Table 13.....	27
Table 14.....	22
Table 15.....	28
Table 16.....	30

# 1. Executive Summary

The goal for this Solid Waste Management Plan Update (“SWMP”) is to inform and update the general public and County Commissioners of all significant regulatory and operational changes since the 2009 Plan update, as well as provide various implementation strategies for providing cost-effective solid waste management for Crook County.

Maintaining a reliable disposal facility to serve the County is important since there are no current long-term regional options in adjacent counties. Deschutes County is pursuing a new site to replace Knott Landfill; however, this is still in the planning and permitting stages. The SWMP update will address the continued operation of the County’s landfill as a mainstay facility to provide cost-effective services for the ratepayers. This includes determining the need to address all regulatory requirements and provide for the disposal of all waste generated.

Meeting state recycling goals and securing recycling collection program funding support through the Recycling Modernization Act<sup>1</sup>, are also important goals for the County.

## 1.1. History of Crook County Landfill



The Oregon Department of Environmental Quality (ODEQ) permits the Crook County Landfill (CCLF) to dispose of municipal solid waste (MSW) at the landfill site following a Site Development Plan that was prepared by G. Friesen Associates, Inc. and approved by the ODEQ in 2013. The Site Development Plan shows a maximum final grade elevation of 3,300 feet mean sea level (MSL) and an MSW disposal area footprint of approximately 69 acres. This Site Development Plan was updated in 2020 with the landfill continuing to operate within these permitted boundaries.

The Crook County Landfill is located approximately three miles southwest of the City of Prineville, Oregon in Sections two and three, Township 15 S, Range 15 E, W. M. The landfill is accessible from State Route 126 by turning north on Tom McCall Road approximately a quarter mile from the entrance to Prineville Airport. Tom McCall Road turns into Houston Lake Road approximately one mile from State Route 126. The entrance to the landfill (110 SW Landfill Road) is off Houston Lake Road at mile marker two. The landfill property is approximately 837 acres in size north of Houston Lake Road.

The facility began operation before 1970 as an open burning dump. The landfill was permitted to accept waste in December 1973. Crook County owned and operated the site from 1973 to 1985.

In 1985, Crook County allowed the landfill to be operated by Prineville Disposal, Inc. Prineville Disposal operated the Crook County Landfill from 1985 to September 1995. During this period, cell two was opened. In 1995, the County again assumed operation of the facility.

Before 1997, the facility disposed of less than 20 tons per day (TPD) of MSW and operated under the classification of a small solid waste facility. Under this classification, the facility was exempt from RCRA Subtitle D landfill design, operation, and monitoring requirements. Waste at the CCLF site was disposed of in excavated trenches of variable depths that generally ranged from five to 20 feet below the ground surface. The depth of disposal trenches was limited by the elevation of the upper surface of the basalt flows that underlie the site.

In November 1995, the County initiated a permit renewal process for the facility, and it was determined that the CCLF no longer met the Small Landfill Exemption Criteria. A Site Development Plan that followed RCRA Subtitle D and ODEQ

<sup>1</sup> [Recycling Modernization Act](#)



requirements was subsequently developed, and the first lined cell (Phase 1A- 2.6 acres) was constructed during the fall of 2000. Placement of municipal solid waste in the first lined cell commenced on December 22, 2000.

In the period between 2000 and 2008, there were significant inflows of MSW from Jefferson County via Madras Sanitary Service (MSS) with out-of-county waste comprising 30% of total disposed tonnage at CCLF. In July 2009, MSS began hauling waste into the Wasco County Landfill in The Dalles, Oregon.

CCLF annual tonnage peaked in 2007 at 45,028 tons and began a significant decline in 2008 to 36,585 tons and to 19,578 tons in 2009. The declines were driven by no longer receiving MSS waste and significant reductions in C&D waste due to the economic downturn.

Since the completion of the last Solid Waste Management Plan update in 2009, in-County disposed tonnage has increased 120% from 19,578 tons (2009) to 43,130 tons (2023) given ongoing population increases, increased economic activity (e.g., construction of Apple and Facebook data centers) and construction.

## 1.2. Brief Outline of Regulatory Requirements

In preparing this SWMP Update, it is important to understand the regulations that pertain to the responsibility and authority of the County. This Update is focused on the County's solid waste activities excluding the City of Prineville.

The County Landfill Division has the primary responsibility for planning and operating the County's solid waste system. Collection and recycling services are provided in the unincorporated portions of the County by Republic Services (formerly Prineville Disposal). The Landfill Division collaborates with County administration on the management of the franchise agreement coordination of operational activities and reporting of data to ODEQ. Changes to the Franchise Agreement are subject to approval of the Board of Commissioners.

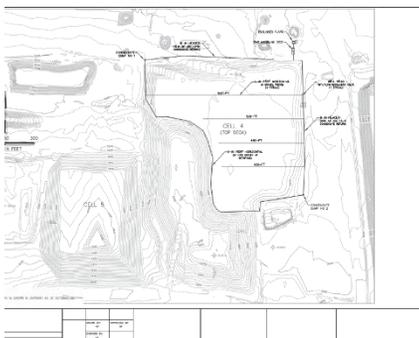
### Landfill Regulations



Operations at the landfill are regulated by the ODEQ, under Oregon Administrative Rule (OAR) Chapter 340, Divisions 93 through 97. The rule prescribes requirements, limitations, and procedures for storage, collection, transportation, and disposal of solid waste. For a site such as Crook County Landfill, the rule requires the entity owning or controlling the site to obtain a permit from the ODEQ.

OAR Chapter 340, Division 94 incorporates by reference the Criteria for Municipal Solid Waste Landfills (MSWLFs), prescribed by the United States Environmental Protection Agency (EPA) in Title 40, Code of Federal Regulations (CFR), Part 258 and any amendments or technical corrections thereto. These regulations, otherwise known as RCRA Subtitle D, will be adhered to at the Crook County Landfill site.

The ODEQ has been approved by the EPA to administrate RCRA Subtitle D. RCRA Subtitle D allows some flexibility within some of its provisions if alternatives that are proposed are approved by the Director of the ODEQ.



OAR Chapter 340, Division 239 pertains to landfill gas emissions, Division 239. This division applies in all areas of the state and to all new landfills and all landfills that have received solid waste after November 8, 1987, excluding those sources located on either tribal or federal lands that are not subject to regulation by DEQ and except as provided in OAR 340-239-0010(2). This division does not apply to subsection a) Landfills with less than 200,000 tons of waste-in-place except that they must comply with section (4). Section (4) states that Landfills with less than 200,000 tons of waste-in-place must maintain the landfill cover in all areas of the landfill to minimize landfill gas emissions.



In October 2021, ODEQ implemented new regulations (OAR 340-239) to manage landfill gas emissions. The rules require many landfills in Oregon to obtain an air quality permit, submit data on landfill characteristics, and monitor and/or control landfill gas emissions.

Based on the waste-in-place volume and calculated methane generation rates at the CCLF the CCLF exceeded the threshold that requires collecting surface emission monitoring (SEM) data for the CCLF quarterly and reporting results beginning with the quarter ending on June 30, 2022. Further information is provided in Chapter 5: Transfer, Disposal, and Alternative Solid Waste Management and Services, Subsection 2 Disposal Facilities re: what these new landfill gas emissions are and future changes that may be required at the CCLF.

### *Solid Waste Management Authority for Counties*

In section 459.085 of the Oregon Revised Statutes (ORS), the specific authority for solid waste management for each county in the State is spelled out. The section deals with a county's authority outside cities and the effect of annexation and interagency agreements. Some key highlights of the regulations are as follows:

1. For areas outside of cities, a board of county commissioners may, by ordinance or by regulation or order adopted pursuant to an ordinance or regulation:
  - a. Prescribe the quality and character of and rates for collection service.
  - b. Divide the unincorporated area into service areas, and grant franchises to persons for collection service within service areas.
  - c. Prescribe a procedure for issuance, renewal, or denial of a franchise to a person providing or proposing to provide a collection service.
  - d. Regulate solid waste management.
2. For areas outside of cities, a board of county commissioners may adopt ordinances to:
  - a. Own and operate disposal sites and may license disposal sites as an alternative to franchising of service.
  - b. Regulate, license, or franchise salvage businesses or the operation of salvage sites where such action is found necessary to implement any part of a solid waste management plan applicable in the county.

These primary authorities and responsibilities listed above are also applicable to cities. In summary, both cities and counties are responsible for ensuring basic solid waste collection, recycling, and disposal services are provided to all residents and businesses. Although local jurisdictions can operate collection services, the primary delivery method in the State of Oregon is through franchise agreements. There are several other citations, but those cited above represent the primary authority granted to local jurisdictions for managing solid waste.



The State supports local governments cooperatively working to prepare SWMP and to coordinate services in the most efficient approach. ORS 459.065 states local governments may enter into intergovernmental agreements as follows:

- a. For joint franchising of service or the franchising or licensing of disposal sites.
- b. For joint preparation or implementation of a solid waste management plan.
- c. For the establishment of a joint solid waste management system.
- d. For cooperative establishment, maintenance, operation, or use of joint disposal sites, including but not limited to energy and material recovery facilities.
- e. For the employment of persons to operate a site owned or leased by the local government unit.
- f. For promotion and development of markets for energy and material recovery.
- g. For the establishment of landfills including site planning, location, acquisition, development, and placing into operation.

ORS 459 has several citations that govern the management of solid waste. The ORS citations above describe the authority of local governments to manage solid waste within their jurisdictional boundaries and for local governments to work together on solutions and services.

### Opportunity to Recycle Act

To address waste reduction and prevention, the Oregon State Legislature enacted ORS 459A, which was most recently amended in 2015 through Senate Bill (SB) 263, which established several statewide waste generation goals. Specifically, section 459A.007-010 outlines the elements through which programs should achieve these goals, as follows:

- 459A.007 – Describes fee structures as a mechanism to reduce waste generation by lowering collection rates for customers who use smaller or lower volume waste bins.
- 459A.008 – Describes the requisite educational and promotion programs that should be enacted to encourage more sustainable behavior regarding the generation and disposal of waste.
- 459A.010 – Outlines the state’s waste management policies and establishes goals and recovery rates for various generators and material streams.



This amendment to the original “Opportunity to Recycle Act” enacted new recovery rates for all Counties also referred to as wastesheds. For Crook County, the voluntary recovery rate was set at 20%. It also removed the recycling rate credits awarded to local jurisdictions; therefore, Crook County will need to consider approaches to increase the recovery rate (includes all diversion activities per Republic Services in the unincorporated area, Prineville Recycling Depot, and diversion at the landfill) from 7% in 2023 to 20% by 2025. This will be discussed further in Chapter 3: Waste Reduction/Recycling/Collection Programs.



**HOW IT WILL WORK**

- Producers**  
Will join a Producer Responsibility Organization and pay fees based on the products they sell in Oregon.
- Producer Responsibility Organizations**  
Will use the fees to fund and reimburse various local recycling service expenses.
- Recycling Processing Facilities**  
Will establish new permit and certification requirements.
- Uniform Statewide Collection List**  
Will establish a uniform list of materials that are recyclable across Oregon.
- Local Governments**  
Will receive financial support to expand recycling services and address contamination.

RecyclingAct.Oregon.gov

Chapter 3 will also provide information on the Recycling Modernization Act (Senate Bill 582) passed during the 2021 legislative session. The new law became effective Jan. 1, 2022, and recycling program changes will start in July 2025. This system-wide update will make recycling easier for the public to use, expand access to recycling services, upgrade the facilities that sort recyclables, and create environmental benefits while reducing social and environmental harms, such as plastic pollution. Producers and manufacturers of packaged items, paper products, and food services will pay for many of these necessary improvements and help ensure recycling is successful in Oregon.

### 1.3. Overview of SWMP Update Process

The SWMP update takes a comprehensive look at the entire solid waste system elements including franchised collection services, transfer and disposal system, and material processing operations utilized by the County. Chapters of the SWMP update were developed by completing the following approach:

- Defining the **existing solid waste system** (i.e., collection, processing, transfer, and disposal system).
- Preparing **future projections** for population, economy, and material flows (e.g., solid waste, recycling, etc.).
- Completing a **needs and opportunities assessment of current programs, policies, and infrastructure**.  
Alternatives were identified and evaluated, and a list of recommendations was developed to meet the County’s needs over the next ten years.



- **Preparing a CIP for the complete list of recommended system improvement projects** in order of importance for implementation over the next ten years. Documentation is provided on capital cost estimate assumptions.
- Developing a recommended funding strategy for future capital improvements through the implementation of a capital reserve policy and funds.

The intended public information and involvement program for this SWMP Update was highly reliant on the engagement of a Solid Waste Advisory Committee (SWAC). The City of Prineville maintains a SWAC and County staff had discussions with the city regarding the SWAC serving in an advisory role for this project. Unfortunately, no agreement was reached with the city.

Other planned public engagement opportunities include presentations to the County Board of Commissioners. The draft recommendations for the SWMP were presented to the Commissioners on January 15, 2025, and no suggested changes were made.

### 1.4. Summary of Recommendations and Facility Improvements

**Table 1** summarizes recommendations made throughout this document. Details on the cost impact of each recommendation and potential funding sources can be found in Chapter 6.

**Table 1: Summary of Recommendations and Facility Improvements**

<b>SWMP Chapter</b>	<b>Recommendation</b>	<b>Timeframe</b>
<b>3 - Waste Reduction/Recycling/Collection Programs</b>	Enter into negotiations with Republic Services for a new and restated franchise agreement to address additional recycling services and upgrade the contract provisions to industry standards.	<b>2025-2026</b>
	Seek funding through the Recycling Modernization Act to fund the Franchise Agreement related recycling service improvements as applicable.	<b>2025-2026</b>
	Seeking funding through the Recycling Modernization Act to fund improvements at the Republic Services recycling depot in Prineville.	<b>2025-2027</b>
	Seek funding through the Recycling Modernization Act to fund new recycling depot at the Crook County Landfill. Bulky item-related improvements would likely be funded by the County.	<b>2025-2027</b>
	Collaborate with Deschutes County on recycling processing improvements planned by the County.	<b>Ongoing</b>
<b>4 - Household Hazardous Waste Collection Programs</b>	County to fund the HHW-related improvements planned for the new recycling depot at the Crook County Landfill.	<b>2026-2027</b>



<b>5 - Transfer, Disposal, and Alternative Solid Waste Management and Services</b>	Implement the proposed improvements to the Public Transfer Area	<b>2026</b>
	Finalize and release a Request for Proposal (RFP) to obtain bids for a Beneficial Landfill Gas Utilization Project at the Crook County Landfill.	<b>Tentative 2026</b>
<b>6 - Admin. and Financial Plan</b>	County to adopt a capital reserve policy for landfill related assets. The policy will identify funding sources to pay for a multi-year equipment replacement program and new facility improvements.	

## 2. Introduction and Overview of Existing Solid Waste System

### 2.1. Introduction



The area of Crook County is 2,987 square miles, with Prineville being the only incorporated City. The county is located in the geographic center of Oregon. The total population of the County in 2023 is estimated at 26,583, with Prineville estimated at a population of 11,598.

The County is at an average elevation of 4,393 ft. and is characterized by a semiarid climate, with cool nights throughout the year and precipitation during the winter. The City of Prineville receives an annual average precipitation of 9.89 inches and an average annual snowfall of 12.4 inches.

**Table 2** summarizes population changes since the preparation of the last SWMP update in 2009. Since 2009 population has increased by 23% from 21,410 (2009) to 26,375 (2023).

**Table 2: Crook County Historical Population Figures (2009-2022)**

<u>Total Population</u>	<u>Annual Estimates of the Resident Population for Counties in Oregon, 2009-2022</u>						
	<u>County /Year</u>	<u>2009</u>	<u>2012</u>	<u>2015</u>	<u>2018</u>	<u>2020</u>	<u>2021</u>
Crook County	21,410	20,607	21,455	23,825	24,923	25,753	26,375

Sources: Annual Estimates of Resident Population for Counties in Oregon: April 1, 2020, to July 1, 2022 (CO-EST2022-POP-41), March 2023.  
 Annual Estimates of Resident Population for Counties in Oregon: April 1, 2010, to July 1, 2019 (CO-EST2019-ANNRES-41), March 2020.  
 Intercensal Estimates of Resident Population for Counties of Oregon: April 1, 2000, to July 1, 2010 (CO-EST00INT-01-41), September 2011.  
 U.S. Census Bureau, Population Division

**Table 3** provides the forecasted population through 2040. Please see the footnotes in **Table 3** for annual population increase assumptions.

**Table 3: Crook County Population Forecast by Year (2022-2040)**

<u>Total Population</u>	<u>Population Forecast by Year (2022-2040)</u>				
<u>County/ Year</u>	<u>2022<sup>1</sup></u>	<u>2025</u>	<u>2030</u>	<u>2035</u>	<u>2040</u>
Crook County	26,375	27,528	29,123	30,547	31,947

<sup>1</sup> Modified 2022 population estimate to reflect US Census Bureau 2022 figure. All subsequent figures were adjusted by the same % change over the prior period as assumed by Portland State University, Population Research Center.  
 Population Forecasts prepared by: Population Research Center, Portland State University, June 30, 2022.  
 Note: The population forecasted at the beginning of the 50-year timeframe is expected to be similar to the growth rate in the 2020 census (i.e., 1.6%). Over time, the population growth slows down and eventually remains at around 0.9% AAGR.



High levels of population growth will continue to drive further increases in waste generation in Crook County over the next 10-15 years.

## 2.2 Overview of Existing Solid Waste System



The County’s solid waste system is managed by the Crook County Landfill (CCLF) division that operates the local landfill. CCL has nine **full-time employees and operates with a budget of about \$8.86M (FY25)**. This budget includes a reserve of \$5M for future expenditure. The landfill meets all regulatory standards as required by State and Federal agencies. In addition to the primary disposal cell that receives municipal solid waste, the County operates a secondary cell that receives construction and demolition (C&D) waste.

**Table 4** provides actual disposed tonnage figures for the past three years.

**Table 4: Crook County Landfill Disposed Tons 2021-2023**

Disposed Tons 2021-2023						
Source	2021	% of Total	2022	% of Total	2023	% of Total
Prineville Disposal <sup>1</sup>	15,083.71	70.70%	17,254.70	36.30%	16,885.90	39.20%
Self-Haul customers <sup>2</sup>	6,259.10	29.30%	30,257.20	63.70%	26,244.20	60.80%
<b>Total:</b>	21,342.81		47,511.90		43,130.10	
<sup>1</sup> Crook County Landfill Report Entitled "3648_001_Prineville tonnage" <sup>2</sup> Crook County Landfill Report Entitled "3649_001_SH tonnages"						

Please note the significant fluctuations in tonnage from 2021 to 2022 were largely caused by economic disruptions from the COVID-19 pandemic and its impacts on business activity. Commercial tonnage as a percentage of total tons dropped significantly while self-haul tons increased significantly.

Using population projections noted in **Table 3**, future disposed tons were forecasted in **Table 5** below.

**Table 5: Crook County Waste Disposal Projections<sup>1</sup>**

Year	Population Projections	Waste Disposed (tons)
2022 (actual)	26,375	47,512
2023 (7/1/23 pop. est.)	26,952	43,130
2025	27,528	45,016
2030	29,123	47,624
2035	30,547	49,953
2040	31,947	52,243
<sup>1</sup> Population estimates are based on the 2022-2040 Crook County Population Forecast.		



Besides the Crook County Landfill, other solid waste infrastructure in the County includes the following:

- A rural transfer station in Paulina (east of Prineville Junction of Hwy 113 and, SEC20,T16S, R24E, Paulina)
- A recycling depot in Prineville (1751 N Main St. Ste. B, Prineville)
- Hauling yard and recyclables transfer and bale operation in Prineville (same address as recycling depot)

The Paulina Transfer station is owned by the County but operated by Republic Services as part of their franchise agreement. The recycling depot and hauling yard are owned and operated by Republic Services.

Further information on the County’s solid waste infrastructure is provided below.

### *Franchise Collection Services*



Franchised collection service is provided by Republic Services within the City limits of Prineville, the urban growth boundary around Prineville, and in unincorporated areas of the County. Republic Services acquired Prineville Disposal in 2020.

Residents and businesses may also haul directly to the landfill or transfer station. Republic Services provides weekly and biweekly garbage collection services and comingled recycling pick-up to all garbage customers. More details on collection

programs are provided in Chapter 3.

Recycling depots are located at the landfill and the location of the offices of Republic Services in Prineville. The Republic Recycling Depot accepts comingled recyclables (paper, plastic, tin/aluminum), cardboard, glass, used motor oil, and car batteries. More details on these recycling depots are provided in Chapter 3.



### *Transfer and Disposal System*

The current solid waste and recycling system is comprised of the CCLF outside of Prineville and a small rural transfer station in Paulina. The landfill is owned and operated by the County; the transfer station is operated through a contract with Republic Services.



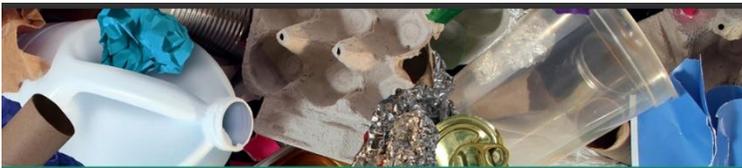
The current landfill operation has two active cells. Cell 3 is an unlined cell and accepts construction debris and woody debris. Cell 4 is the lined cell and accepts all other non-recyclable waste except for Asbestos waste, which is accepted in a separate area. Cell 5 has been excavated but has not been lined nor is it in operation. The landfill has a main-scale entrance, administration, and shop buildings, a public transfer area, a recycling depot, and other ancillary

structures. Details on the landfill and its history are provided in the Executive Summary section of this document.

### 3. Waste Reduction/Recycling/Collection Programs

The current Crook County programs were evaluated in light of current regulatory requirements, notably meeting state recycling goals and securing recycling collection program funding support through the Recycling Modernization Act scheduled for implementation in 2025. Such regulatory requirements also include a new statewide mattress recycling program (SB 1576, 2022) scheduled for rollout in 2025<sup>2</sup>. Crook County presently has decided not to participate in the mattress recycling program given implementation issues with the Mattress Recycling Council.

An important context here was addressing direct County-controlled programs at the landfill vs. those contractually driven by the Republic franchise agreement. The project team wasn't asked to review or evaluate the franchise services provided by Republic. However, information is provided in this Chapter on proposed recycling collection and related improvements per the Recycling Modernization Act.



Oregon has established waste recovery goals for jurisdictions throughout the State. Waste generation quantifies the total amount of material generated, whether the used item was eventually discarded or recycled. While diverting materials to recycling markets

is important, reducing the overall generation of all materials will ultimately lessen the burden on natural resources, manufacturing, distribution, retail, collection, recycling, and disposal infrastructures.

To address waste reduction and prevention, the Oregon State Legislature enacted ORS 459A, most recently amended in 2015, which established several statewide waste generation goals. Specifically, section 459A.007-010 outlines the elements through which programs should achieve these goals, as follows:

- 459A.007 – Describes fee structures as a mechanism to reduce waste generation by lowering collection rates for customers who use smaller or lower volume waste bins.
- 459A.008 – Describes the requisite educational and promotion programs that should be enacted to encourage more sustainable behavior regarding the generation and disposal of waste.
- 459A.010 – Outlines the state's waste management policies and establishes goals and recovery rates for various generators and material streams.

Statewide, the primary waste reduction and recovery goals outlined in 459A.010 include:

- Food waste recovery rate: 25% by 2020.
- Plastic waste recovery rate: 25% by 2020.
- Carpet waste recovery rate: 25% by 2025.
- General solid waste recovery rate: 55% by 2025.
- Total solid waste generation between 2025-2049 should be 15% lower than it was in 2012.
- Beyond 2050, total solid waste generation shall be 40% lower than it was in 2012.
- Crook County should maintain a 20% recovery rate by 2025 and beyond.

**Table 6** on the next page details the programming elements featured in ORS 459A.007(1) and their present status within Crook County. According to ORS 459A.007(4) subsection (e), as a municipality “with a population of more than 10,000... located more than 150 miles from the City of Portland,” **Crook County is obligated to implement either Elements A, B, and C and any additional Element or at least five Elements.**

There are compliance deficiencies noted in **Table 6** on the next page. Section 3.4 will address potential alternatives to address these deficiencies.

<sup>2</sup> [Department of Environmental Quality : Mattress Recycling Program : Recycling : State of Oregon](#)



**Table 6: Required Elements for WR/R Programs and Status of County Programs**

<u>Element</u>	<u>Status</u>
<b>Element A: Provide curbside recycling container</b>	Cities and urbanized portions of the County are meeting this requirement because the haulers provide residents with curbside commingled recycling and glass separation.
<b>Element B: Provide weekly curbside recycling</b>	<b>Recycling services in all cities and the urbanized portions of the County are offered every other week.</b>
<b>Element C: Expanded recycling education and promotion program which includes a contamination reduction education plan.</b>	Limited data available. Republic doing cardboard only.
Element D: Provide multi-family recycling to apartment complexes that request it.	Currently, cardboard only. City and County may consider adopting ordinances re: recycling services.
Element E: Curbside yard debris collection is available to residential collection service customers at least once a month, and depots that accept yard waste are conveniently located.	Not currently provided per Franchise Agreement in County unincorporated areas. May be considered in an amended Franchise Agreement.
Element F: Recycling is available to businesses and schools.	Limited data available. Unclear if what Republic is doing meets state guidelines.
<b>Element G: There is a recycling depot available for every 25,000 residents.</b>	With 24,738 residents the County has two recycling drop-off centers, one located at Republic Services facility in Prineville at 1751 N Main Street and the other at the Crook County Landfill (110 SW Landfill Rd., Prineville).
Element H: Weight-based collection rates that encourage reduction, reuse, and recycling	No cities use weight-based rates. However, the current volume-based rates provide incentives for customers to use smaller containers to reduce waste disposal.
Element I: Food composting /anaerobic digestion is available for businesses.	Not currently provided
NEW Element J: Cities (and counties for the UGB) require businesses that generate four or more cubic yards/week of garbage to have a recycling program in place.	Not currently provided. Republic does offer recycling collection, but not sure of thresholds and data not provided..
NEW Element K: Curbside food composting /anaerobic digestion is available for residents.	Not currently provided
NEW Element L: Cities require recycling program for construction/demolition (C/D) (6 cy for self-haul, 10 cy for collection service)	Not currently provided
NEW Element M: Cities require a food waste program for large generators (50 tons/yr.).	Not currently provided

### 3.1. Education and Outreach



Republic Services currently provides limited public education and outreach services to support its collection programs. Program information, newsletter, collection schedules, and participation requirements (e.g., acceptable and non-acceptable materials) are provided on the Republic Services website (see [Prineville, OR Waste & Recycling Services | Republic Services](#)). Republic Services attends local events and fairs in the area with information booths.

The County has recycling information posted on their website as well ([www.co.crook.or.us/landfill](http://www.co.crook.or.us/landfill)). Educational fliers are available at the landfill recycling depot.

### 3.2. Trash, Recycling, and Yard Debris Collection Programs

#### 3.2.1 Residential Collection Programs

**Table 7** below summarizes information on the current Franchise Agreement with Republic Services. The current Agreement is a continuing six-year agreement as noted. Solid waste is collected weekly, recyclables every other week, and no separate yard waste collection service is provided. Curbside recyclables are delivered to a receiving and transfer facility at the Republic Services hauling yard in Prineville for reloading and shipment to Deschutes Recycling in Bend, Oregon for further processing. Provisions of the Recycling Modernization Act will expand acceptable materials in the future. See Section 3.4 for more details.

**Table 7: Summary of Franchised Collection Services**

<u>Municipal Solid Waste (Garbage) Collection</u>				
<u>Area and Jurisdiction</u>	<u>Regulatory Authority</u>	<u>Service Provider</u>	<u>Mandatory Collection</u>	<u>Contract Term</u>
Provide service to any and all persons who so desire and are located within the County, exclusive of the area included within the city limits of the City of Prineville. Weekly collection service.	County-contracted	Republic Services of Central Oregon		Continuing 6-year franchise, unless sooner terminated under Section 10. Beginning on March 15 of each year, the franchise will be considered renewed for an additional 6-year term unless at least thirty (30) days before March 15 of any year, the one party shall notify the other in writing of intent to terminate the franchise.
<u>Recycling Collection</u>				
Provide service to any and all persons who so desire and are located within the County, exclusive of the area included within the city limits of the City of Prineville. Bi-weekly collection.	County-contracted	Republic Services of Central Oregon		Same as above
<u>Yard Waste Collection</u>				
Republic Services offers yard waste recycling services on a subscription basis for customers within the City of Prineville limits and the UGB.				

**Table 8 on the next page** summarizes residential collection services.

**Table 9 on the next page** provides residential collection rates by service levels.



**Table 8: Residential Collection Services Matrix**

Jurisdiction	Service Provider	Garbage Mandatory		Recycling Services		Yard Debris / Organics Service		Bulky Item Service	
		Yes	No	Bundled	Subscription	Bundled	Subscription	Bundled	On-Call Fee
Crook County	Republic Services of Central Oregon (Prineville Disposal)	X		X (included in solid waste rates)		Service not provided		Yes, for an additional fee, Republic Services can pick up any extra items that won't fit in your cart. We can remove couches, TVs, refrigerators, computers, desks, and more. Recyclable items will be taken to a facility for recycling.	

Current collection rates for residential service levels are summarized below in **Table 9**.

**Table 9: Republic Services – Residential Collection Rates**

Level of Service: Residential	Urban Growth Boundary	County	Distant Rural
35 Gallon Roll Cart Weekly	\$23.74	\$25.42	
35 Gallon Roll Cart Every Other Week	\$18.43	\$20.10	
35 Gallon Roll Cart E4W	\$14.85	\$16.52	
35 Carryout Weekly	\$30.82	\$32.35	
35 Carryout Every Other Week	\$22.47	\$24.13	
35 Carryout Every E4W	\$16.74	\$18.40	
65 Gallon Roll Cart Weekly	\$37.94	\$39.62	
65 Gallon Roll Cart Every Other Week	\$28.37	\$30.03	\$31.34
65 Gallon Roll Cart E4W	\$21.97	\$23.63	\$22.39
65 Carryout Weekly	\$46.01	\$47.71	
65 Carryout Every Other Week	\$32.41	\$34.09	\$39.79
65 Carryout Every E4W	\$23.85	\$25.53	\$29.84
95 Gallon Roll Cart Weekly	\$48.62	\$50.30	
95 Gallon Roll Cart Every Other Week	\$37.94	\$39.62	\$44.77
95 Gallon Roll Cart E4W	\$30.87	\$32.54	\$34.82
95 Carryout Weekly	\$54.98	\$56.61	
95 Carryout Every Other Week	\$41.98	\$43.67	\$49.73
95 Carryout Every E4W	\$32.75	\$34.42	\$39.79
95 Recycle	\$0.00	\$0.00	
95 CO Recycle	\$0.00	\$0.00	
Add'l 95 recycle	\$1.67	\$1.67	
Extra Trash Per Bag	\$5.73	\$6.06	\$6.20
Extra Trash Per Yard	\$20.42	\$21.90	
Garbage or Glass in Recycle Cart	\$16.52	\$16.52	



**Table 10** below provides a breakout of the various recyclables collected by Republic Services. Recycling tonnages have increased significantly over the past two years as post-COVID conditions have returned with more normal collection operations. Curbside recyclables are delivered to a receiving and transfer facility at the Republic Services hauling yard in Prineville for reloading and shipment to Deschutes Recycling in Bend, Oregon for further processing.

**Table 10: Republic Services - Recycling Tonnage Breakout**

<b>Crook County<sup>1</sup></b>			
<b>Metrics</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
<b>Residential curbside commingled tons</b>	207.01	1,026.66	666.28
<b>Recycling Depots commingled tons</b>	0	0	177.64
<b>Recycling Depots glass tons</b>	0	0	37.86
<b>Residential subtotal:</b>	<b>207.01</b>	<b>1,026.66</b>	<b>881.78</b>
<b>Commercial commingled tons</b>	13.22	0	170.08
<b>Commercial cardboard tons</b>	319.1 <sup>2</sup>	506.32	694.33
<b>Newspaper/Magazines</b>	128.75 <sup>3</sup>		
<b>Commercial glass tons</b>	37.88 <sup>4</sup>	35.71	5.00
<b>Commercial scrap metal tons</b>	27.87 <sup>5</sup>	10.71	79.50
<b>Commercial subtotal:</b>	<b>526.82</b>	<b>552.74</b>	<b>948.91</b>
<b>Grand Total:</b>	<b>733.83</b>	<b>1,579.40</b>	<b>1,830.69</b>

<sup>1</sup> Data source is 2021-2023 Oregon Recycling Collector Survey for Republic Services – Prineville Disposal.  
<sup>2</sup> Includes 176.79 tons from Disposal Sites and TS, C&D loads, etc.  
<sup>3</sup> From C.O. Press.  
<sup>4</sup> Disposal Sites and TS  
Please note the survey also includes reported data for Wood / Lumber (WW), Compacted Yard Debris (YD), and Uncompacted Yard Debris (YD) that’s not included in the above table.

**3.2.2 Commercial Collection Programs**

Information on scheduling services and types of services available can be found on the Republic Services website (see [Prineville, OR Waste & Recycling Services | Republic Services](#)).

A commercial recycling guide can be found at [Commercial Recycling Guide](#). Commercial recycling tonnage information can be found in **Table 9 above**. Commercial recycling tonnage has increased significantly in the post-COVID period, though still relatively small numbers. Commingled recyclables are delivered to a receiving and transfer facility at the Republic Services hauling yard in Prineville for reloading and shipment to Deschutes Recycling in Bend, Oregon for further processing. Clean loads of cardboard are baled at the Prineville location and shipped to end markets. Provisions of the Recycling Modernization Act will expand acceptable materials in the future. See Section 3.4 for more details.

Current collection rates for commercial service levels are summarized below in **Table 11**.

**Table 11: Republic Services – Commercial Collection Rates**

<b>Level of Service:</b>	<b>Urban Growth Boundary</b>	<b>County</b>	<b>Distant Rural</b>
<b>Commercial</b>			
The rate reflects once-per-week service. Additional weekly services, Every Other Week, and Every 4 Week Service Available. Commercial services are not available in the Distant Rural Service Area.			
1 Yard	\$116.12	\$117.80	
1 1/2 Yard	\$139.21	\$140.89	
2 Yard	\$174.72	\$176.40	

3 Yard	\$223.14	\$224.81	
4 Yard	\$281.04	\$282.73	
5 Yard	\$370.81	\$372.48	
6 Yard	\$425.08	\$426.76	
<b>Level of Service:</b>			
<b>Industrial</b>	<b>Urban Growth Boundary</b>	<b>County</b>	<b>Distant Rural</b>
All Box Sizes are charged disposal fees, rent, and truck time per hour for delivery and hauling. Additional fees and charges may apply for box relocation, dry runs, and minimum lift fees. The rates reflected are for temporary rental charges only. Customers with permanent boxes are offered reduced rates.			
10 yd rental	\$216.26	\$216.26	\$216.26
15 yd rental	\$243.61	\$243.61	\$243.61
20 yd rental	\$269.87	\$269.87	\$269.87
30 yd rental	\$323.85	\$323.85	\$323.85
40 yd rental	\$378.19	\$378.19	\$378.19

### 3.3. Recyclables Drop-off Programs

#### 3.3.1 Prineville Recycling Depot



Republic operates a recycling depot that's accessible 24/7 at:

#### Prineville Recycling Depot

1751 N Main St Ste B  
Prineville, OR 97754

[Prineville Recycling Depot](#)

Recycling depot tonnage information can be found in **Table 10**. Please note that tonnage information wasn't reported in 2021 and 2022. Higher volumes are expected at this recycling depot in the future with the implementation of the Recycling Modernization Act. See Section 3.4 for more details.

#### 3.3.2 Paulina Transfer Station



The Paulina Transfer Station has limited hours and is open only one Saturday per month for two hours. Limited recycling drop-off services are offered.

#### 3.3.3 Crook County Landfill- Recyclables Drop-Off



The County offers comprehensive drop-off services at the landfill as summarized in **Table 12** on the next page. Traditional curbside recyclables are accepted along with automotive fluids (i.e., used motor oil and antifreeze, cooking oil, latex and oil-based paint, E-waste, and alkaline and car batteries). Drop-off areas are provided before the scales on a gravel pad and adjacent to a small building near the Administration Building. More specifically, electronics, car batteries, and paint are dropped off on a paved area and/or near the small building noted above.





Provisions of the Recycling Modernization Act will expand acceptable materials in the future. See Section 3.4 for more details.

**Table 12: Crook County Landfill – Acceptable Recyclables**

<b>Crook County Landfill – Acceptable Recyclables</b>	
<b>Automotive and Alkaline Batteries</b>	
<ul style="list-style-type: none"> <li>Whole batteries only. No Cracked or leaking batteries.</li> </ul>	
<b>Corrugated Cardboard</b>	
<ul style="list-style-type: none"> <li>Remove the packing materials and flatten them. No wax-coated boxes.</li> </ul>	
<b>Newspaper</b>	
<ul style="list-style-type: none"> <li>In paper sacks or bundled. Place in newspaper trailer.</li> </ul>	
<b>Magazines</b>	
<ul style="list-style-type: none"> <li>Place loose into newspaper trailer.</li> </ul>	
<b>Glass Bottles and Jars</b>	
<ul style="list-style-type: none"> <li>Clean. Remove labels and lids. Can mix colored and clear glass. No ceramics, Pyrex, light bulbs, mirrors, or window glass.</li> </ul>	
<b>Plastic</b>	
<ul style="list-style-type: none"> <li>NOT ACCEPTING FOR RECYCLE AT THIS TIME</li> </ul>	
<b>Aluminum and Tin Cans</b>	
<ul style="list-style-type: none"> <li>Clean and remove labels. No paint or aerosol cans.</li> </ul>	
<b>Used Motor Oil</b>	
<ul style="list-style-type: none"> <li>Residential Customer Use Only. Limit of 25 gallons. In a non-breakable container with a tight-fitting lid. No antifreeze, solvents, or cooking oil. (Cooking oil has its container located by the battery recycling)</li> </ul>	
<b>Antifreeze</b>	
<ol style="list-style-type: none"> <li>Residential Customer Use Only. Limit of 25 gallons. In a non-breakable container with a tight-fitting lid. No solvents.</li> </ol>	
<b>Latex and Oil-Based Paint</b>	
<ul style="list-style-type: none"> <li>It must be liquid in the original container. Solid latex paint is non-recyclable and is subject to a weight fee.</li> </ul>	
Paint Guidelines: <a href="https://www.paintcare.org/products/">https://www.paintcare.org/products/</a> [1]	
<b>Used Cooking Oil</b>	
<ul style="list-style-type: none"> <li>Households only; no businesses. No motor oil, antifreeze, or solvents. (Motor oil and antifreeze have their containers located by glass recycling)</li> </ul>	

Recycling tonnage information for the past three years can be found in **Table 13** on the next page. The significant drop in wood/lumber tonnages from 2022 to 2023 can be attributed to diminished quality of the inbound materials; scrap wood was too “dirty”, and the County had to switch to recycling wood pallets only to ensure it was clean. The clean wood pallets come from Les Schwab only.

There were similar issues with yard debris with a notable decline from 2021 to 2023. Further, the material can’t be composted onsite given limited water supplies. Without a composting option, operations are limited to producing a mulch made from larger brush and tree limbs. Around the end of 2021 we began landfilling yard debris like grass, leaves, etc. and only grind brush and large limbs.



**Table 13: Crook County Landfill Drop-Off Recyclables and Other Wastes, Historical Tonnages 2021-2023**

<b>Recyclable Tonnages Collected</b>					
<b>Materials</b>	<b>Unit of Measure</b>	<b>Disposal Sites and Transfer Station 2021<sup>1</sup></b>	<b>Disposal Sites and Transfer Station 2022<sup>2</sup></b>	<b>Disposal Sites and Transfer Station 2023</b>	<b>Total Amount Collected / Handled in this Wasteshed</b>
Newspaper / Mags. (FIB NP)	Tons	9.52	13.10	7.50	30.12
Cardboard / Kraft (OCC)	Tons	38.72	37.60	32.30	108.62
Container Glass (GL)	Tons	24.08	21.900	19.00	64.98
Tinned Cans (TC)	Tons	3.66	3.70	4.60	11.96
Scrap Metal (SCM)	Tons	340.28	357.90	387.30	1,085.48
Wood / Lumber (WW)	Tons	592.5	704.2	299.20	1,595.90
Uncompacted Yard Debris (YD)	Tons	294.98	195.20	189.00	679.18
Tires (TIR)	Tons	92.74	85.60	70.60	248.94
Electronics (EL)	Tons	56.31	29.20	34.00	119.51
Lead Acid Batteries (LAB)	Tons	7.21	9.00	9.50	25.71
Used Motor Oil (OIL)	Gal	7,007	7,363	7,438	21,808
Other – Cooking Oil	Gal			55.00	55.00
<b>Totals – Tons:</b>		<b>1,460</b>	<b>1,457</b>	<b>1,053</b>	<b>3,970</b>
<b>Total – Gals:</b>		<b>7,007</b>	<b>7,363</b>	<b>7,493</b>	<b>21,808</b>

<sup>1</sup> Includes Wood / Lumber - 394.02 tons from "Other Companies."  
<sup>2</sup> Includes Wood / Lumber - 466.8 tons from Les Schwab, and 210.43 tons from Republic Prineville Disposal.  
Source: Oregon Recycling Collector Survey 2021-2023 submitted to Oregon DEQ.

Tonnage levels have remained steady over the past three years with notable decreases only in wood and yard waste and electronics.

### Electronics, Appliances, Metals, and Tires



Nontraditional recyclables such as electronic waste and bulky items are also accepted at the landfill. Some of these items like appliances and tires are charged items and customers pay at the scale booth and drop the items off after the scales. The drop-off area has designated bunkers for items and the area is unpaved and uncovered. Landfill fees for various materials can be found at [Itemized Dump Fees | Crook County Oregon](#).

Freon is removed from any appliances by a vendor that comes onsite. Appliances are combined with other scrap metal and shipped offsite for further processing.

Separate vendors collect electronics and tires and process the materials offsite for beneficial use. Tires are processed offsite at Liberty Tire in Prineville.

Operational improvements to this area are further described in Section 3.4.

As noted before, electronics drop off before the scales near a small building near the Administration Building. This same building is used for periodic household hazardous waste (HHW) collection events.



### Yard Debris Drop-Off



The County maintains a designated drop-off area for yard debris and fees are charged for disposal of this material. The area is past the scale and adjacent to the public transfer area.

A separate wood waste area is maintained off the access road to cell 4. That material is ground periodically with a portable grinder and the wood chips are sold.



## 3.4. Program Evaluation and Alternatives

Crook County is currently not meeting the state recycling goals under the Opportunity to Recycling Act. The County's recycling diversion rate in 2023 is estimated at 7%, which is well below the 25% target by 2025. Specific programmatic deficiencies are noted in **Table 6** on P. 11. Specific opportunities for improvement may include:

- Implementing weekly curbside collection vs. the current biweekly service in the urban growth boundary areas and implementing this service in County unincorporated areas.
- Expanded commingled recyclables collection services for businesses.
- Expanded public education and outreach services to align with the expanded residential and commercial recyclables collection services.
- Providing residential yard debris collection services in the County.
- Expanded collection of recyclables at the Prineville recycling depot and the Crook County Landfill.

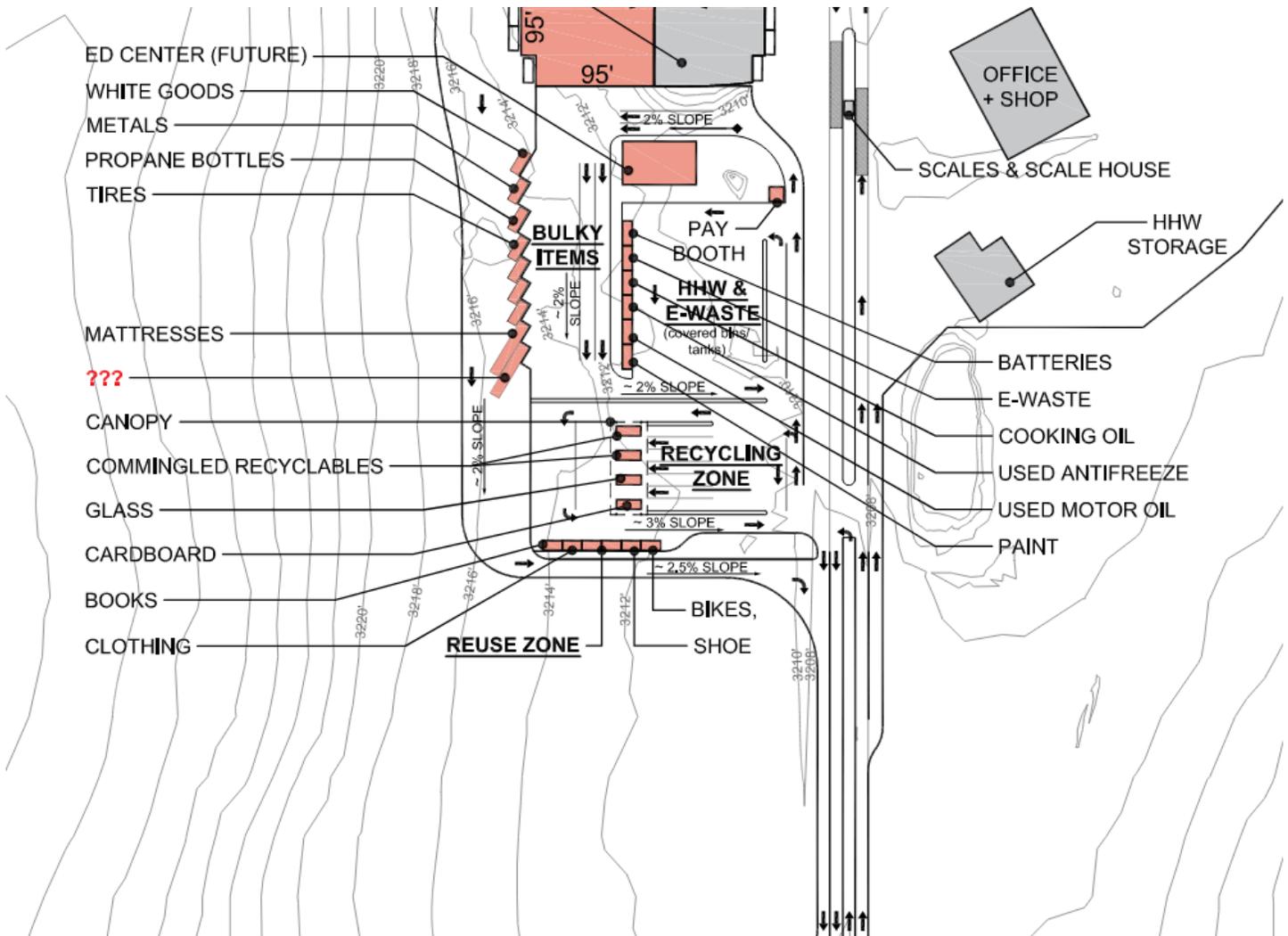
The Recycling Modernization Act will likely provide funding for some of the items above while other program expansion costs will be borne through the Franchise Agreement with Republic Services. The County is expected to enter into negotiations with Republic Services to address additional services and to upgrade the contract provisions to be more in line with industry standards.

Deschutes County has initiated a process to upgrade its material processing services and a modified franchise agreement with Republic Services. There are opportunities for collaboration between Crook County and Deschutes County regarding these items.

In 2023 JRMA completed a Diversion Master Plan for Deschutes County that envisions a large material recovery facility for the processing of residential and commercial recyclables and C&D waste streams. The plan also includes a potential composting facility adjacent to the new Negus Transfer Station in Redmond, Oregon.

JRMA has also completed a site layout, see **Appendix A**, for a new recycling depot at the Crook County Landfill to replace the existing operation. The new recycling depot will accept all currently accepted materials plus new recyclables included within the Recycling Modernization Act. This facility will also address the recycling of Mattresses by a new state law to be implemented in 2025 if the County chooses to participate in this program in the future. An enlarged section of the new recycling depot site plan can be found below.

**Figure 1: Crook County Landfill – New Recycling Depot Site Plan**



The new recycling depot will generally be in the same location as the existing recyclables drop-off area and include the following operational components:

- Reuse zone for public drop-off of reusable items such as clothing, bikes, shoes, and other items as appropriate.
- Recycling zone for public drop-off of commingled recyclables (same materials to be accepted in the expanded curbside recycling program), glass, and cardboard.
- HHW and e-waste drop-off area for batteries, e-waste, used motor oil, used antifreeze, paint, and cooking oil.



- An elevated z-wall drop-off area for bulky items including white goods (e.g., appliances), metals, propane bottles, tires, mattresses (if applicable), and other items as appropriate. A pay booth will accept payment from customers for these items.
- Future space for an education center for public visitors and school groups.

Funding for this new recycling depot would be pursued through the Recycling Modernization Act.

## Recommendations

The following recommendations will address the current recycling service deficiencies to meet the state recycling goal of 25%, and sync with new state requirements under the Recycling Modernization Act and Mattress recycling law.

1. Enter into negotiations with Republic Services for a new and restated franchise agreement to address additional recycling services and to upgrade the contract provisions to be more in line with industry standards.
2. Seek funding through the Recycling Modernization Act to fund the Franchise Agreement related recycling service improvements as applicable.
3. Seek funding through the Recycling Modernization Act to fund improvements at the Republic Services recycling depot.
4. Seek funding through the Recycling Modernization Act to fund the new recycling depot at the Crook County Landfill. Bulky item-related improvements planned for the new recycling depot at the Crook County Landfill would likely be funded by the County.
5. Collaborate with Deschutes County on recycling processing improvements planned by the County.

## 4. Household Hazardous Waste Collection Programs

### 4.1. Drop-Off Services at Crook County Landfill



HHW is collected at the landfill through its drop-off program and periodic one-day HHW events. **Table 14** on the next page provides a summary of total pounds collected for each waste type over the past three years. Automotive fluid (i.e., waste oil and anti-freeze) volumes have been steadily increasing over the past three years with over 8,200 gallons collected in 2023. Latex paint collected through the Paint Care<sup>3</sup> program is another large volume item collected with nearly 40,000 pounds collected in 2023.



HHW materials collected are segregated by waste type and stored in the small building near the Administration Building.

Based on feedback from County staff, this program is working well but improvements could be made to better consolidate the operations for material handling efficiency purposes given limited landfill staffing levels. Please see Section 3.4 for details on a new public recycling depot that will handle certain HHW items and e-waste.

### Recommendations

The following recommendation will address operational enhancements to the current HHW program:

1. County to fund the HHW-related improvements planned for the new recycling depot at the Crook County Landfill.

---

<sup>3</sup> [Oregon paint recycling and drop-off locations — PaintCare](#)  
Solid Waste Management Plan Update



**Table 14: Crook County Household Hazardous Waste Annual Report 2021-2023**

<b>Waste Type</b>	<b>2021 Total Lbs.</b>	<b>2022 Total Lbs.</b>	<b>2023 Total Lbs.</b>	<b>Disposal Method</b>	<b>Name of Final Destination</b>
<b>Acids</b>	310	155	35	Treatment/ Neutralization	Clean Earth (CE)
<b>Bases</b>	541	312	200	Treatment	CE
<b>Oxidizers</b>	102	65	49	Treatment / Neutralization	CE
<b>Reactives</b>	31			Labpak - Incineration	CE
<b>Mercury Wastes</b>	8			Recycle	CE
<b>Toxics (metals, pesticides)</b>	2,810	1,600	1,535	Incineration	CE
<b>Flammable Liquids</b>	4,300	2,300	2,000	Fuel Blend / Energy Recovery	CE
<b>Flammable Solids</b>		7	16	Incineration	CE
<b>Aerosols: Paint and non-paint</b>	1,200	700	1,060	Incineration	CE
<b>Latex Paint and Oil Bases (non-Paint Care)</b>			2,760	Recycle	CE
<b>Oil-based Paint (non-paint Care)</b>	2,875	2,670		Fuel Blend / Energy Recovery	CE
<b>Paint Care: Latex and Oil Based Paint</b>	48,950	48,600	39,268	Recycle	CE
<b>Fluorescent Tubes</b>	1,620	1,760	9,722 <sup>1</sup>	Recycle	AES
<b>Compact Fluorescent Bulbs</b>	85 Bulbs	44 bulbs	48 bulbs	Recycle	AES
<b>UV Lamps</b>	10 Bulbs	103 bulbs		Recycle	AES
<b>HID Lamps</b>	64 Bulbs	1 Bulb	81 Bulbs	Recycle	AES
<b>Neco Lights</b>		8 Bulbs		Recycle	AES
<b>Motor Oil</b>	6,354 gal	7,641 gal	7,658 gal	Recycle	Thermo Fluids



<b>Antifreeze</b>	400 gal	830 gal	595 gal	Recycle	Thermo Fluids
<b>Lead-acid Batteries</b>	15,820	17,600	19,800	Recycle	Interstate Batteries
<b>Corrosives</b>			8,320	Neutralized / Recycled	CE
<b>Non-Reg Liquids</b>	1,200			Disposal	CE - Rabanco Landfill
<b>Totals:</b>	<b>79,767 lbs.</b> <b>159 bulbs</b> <b>6,754 gals</b>	<b>75,769 lbs.</b> <b>156 bulbs</b> <b>8,471 gals</b>	<b>84,765 lbs.</b> <b>129 bulbs</b> <b>8,253 gals</b>		

Source: HHW Annual Reports 2021-2023 submitted to Oregon DEQ.

<sup>1</sup> Businesses replacing with LEDs.

## 5. Transfer, Disposal, and Alternative Solid Waste Management and Services

### 5.1. Transfer Facilities

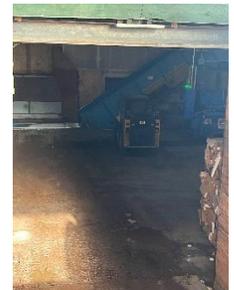
#### 5.1.1 Paulina Transfer Station

The Paulina Transfer Station has limited hours and is open only one Saturday per month for two hours. Limited recycling drop-off services are offered. The public unloads trash into rolloff boxes and the waste is shipped to the Crook County Landfill for disposal. County staff have reported an interest from local residents in expanded services. While no improvements are currently planned for the site, any future franchise agreement negotiations with Republic Services could address potential improvements as needed.

#### 5.1.2 Republic Services of Central Oregon - Prineville



Republic Services operates recyclables receiving, baling, and transfer operations at its Prineville hauling yard. Curbside recyclables and commercial recyclables are unloaded here and transferred to Deschutes Recycling in Bend, Oregon for further processing. Clean loads of cardboard are baled at the Prineville location and shipped to end markets.



Implementation of the Recycling Modernization will likely result in increased recycling volumes from both residents and businesses resulting in higher volumes of material flowing through this facility and the recycling depot also located at this facility.

It's currently unclear if funding from the Recycling Modernization Act would cover any needed future improvements (e.g., new baler, additional trailers, etc.) at the site to handle higher volumes of recyclables.

### 5.2. Disposal Facilities

#### 5.2.1 Crook County Landfill

Sections 1.1 and 1.2 provide detailed information on the history of the landfill and related regulations that apply to the landfill operations. County staff provided directions that the most critical items to address for future landfill operations are as follows:

- Make improvements to the public transfer area at the landfill to address traffic circulation and capacity issues.
- Plan for future compliance with ODEQ regulations to manage landfill gas emissions.

##### 5.2.1.1 Public Transfer Area



Just past the scale entrance to the landfill is a public transfer area ("Public Transfer Station") for public customers to unload their MSW trash into rolloff bins. Once full, the rolloff boxes are hauled up and unloaded at the active face of the MSW Cell. This operational area is an industry best practice to minimize the mixing of public vehicles and large commercial vehicles (e.g., garbage trucks); such mixing of traffic at the landfill face causes safety issues and requires higher staffing levels to provide traffic direction.

Staff noted there are current operational limitations related to traffic circulation and unloading/loadout capacity. The current roadway leading up to



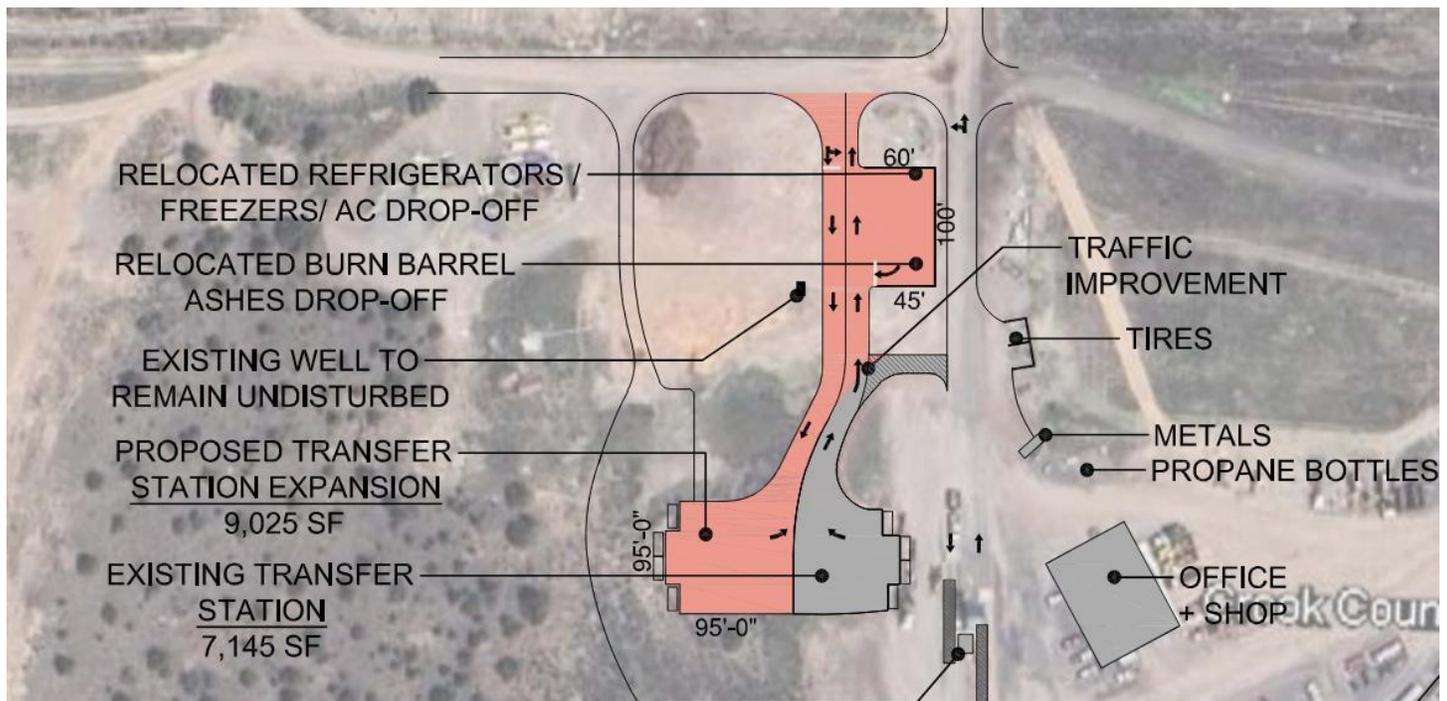


the elevated transfer tipping area is narrow and can only handle one-way traffic. This means that on busy days at the landfill (e.g., on weekends) public traffic exiting the inbound scale can back up while trying to make a left turn to the public transfer area. This back-up blocks traffic trying to exit (use the outbound scales).

The other relates to capacity with only four unloading spaces for public vehicles. Again, on busy days, this has the cascading effect of impacting the traffic pad atop the transfer area and on the access road.

JRMA staff worked with County staff to design improvements to the public transfer area that eliminates traffic circulation issues while also doubling unloading space and loadout capacity. An enlarged section of the expanded public transfer area site plan can be found below and full-size site plan in **Appendix B**.

**Figure 2: Crook County Landfill – Expanded Public Transfer Area**



This expanded facility has the following operational components:

- Two-way traffic circulation with much longer traffic queue to space customers.
- Doubles the capacity of unloading spaces from four to eight.
- Doubles the loadout capacity from four rollofs to eight rollofs.
- Added a new paved area for customer unloading of bulky items and burn barrels.

This operation has also been designed to integrate with the future a new recycling depot. The elevated public transfer area would be at the same elevation and adjacent to the elevated z-wall portion of the new recycling depot.

Funding for the project is likely to be from landfill operating funds as funding would not likely be available from non-County sources.



#### 5.2.1.2.2 Landfill Gas Collection and Control System

ODEQ enacted new regulations (October 2021, OA 340-239) to manage landfill gas emissions. The rules require many landfills in Oregon to obtain an air quality permit, submit data on landfill characteristics, and monitor and/or control landfill gas emissions.

Gerry Friesen, PE, G. Friesen Associates, Inc., prepared a technical memorandum (see **Appendix C**) that addresses the applicability of the ODEQ regulations and potential next steps for the County. Based on the waste-in-place volume and calculated methane generation rates at the Crook County Landfill (CCLF) the CCLF exceeded the threshold that requires collecting surface emission monitoring (SEM) data for the CCLF quarterly and reporting results beginning with the quarter-ending on June 30, 2022. Annual reports are to document that all quarterly SEM data and any follow-up remedial efforts remain below the threshold methane concentration of 200 parts per million by volume (ppmv).

For those landfills where any measured concentration of methane at the surface of the landfill remains greater than 200 ppmv, the rules require a:

1. Design Plan for a Gas Collection and Control System (GCCS) be submitted within one year of becoming subject to this rule (OAR 340-239-0110(1)(a)).
2. Gas Collection and Control System (GCCS) be installed and operating within 30 months after becoming subject to this rule (OAR 340-239-0110(1)(d)).

To address the potential need to prepare a design plan for a GCCS, Mr. Friesen's memo details a conceptual plan for such a system, provides an initial cost estimate, and recommends that the County develop a Request for Proposal (RFP) to obtain bids for a Beneficial Landfill Gas Utilization Project at the Crook County Landfill. A draft RFP is shown in **Appendix C, Exhibit C** which is based on an RFP that was issued by Deschutes County in 2022. Various natural gas companies and other renewable energy providers responded, and an agreement has now been made to utilize landfill gas that is being generated at the Knott Landfill beneficially.

### 5.3. Alternative Solid Waste Management Facilities

No alternative technology or waste facilities were included in the scope of this SWMP update. There are publicly available sources of such information in reports completed by JRMA for Deschutes County.

### 5.4. Recommendations

The following recommendations will address operational enhancements needed at the Crook County Landfill:

1. Implement the proposed improvements to the Public Transfer Area
2. Finalize and release an RFP to obtain bids for a Beneficial Landfill Gas Utilization Project at Crook County Landfill.



## 6. Administration and Financial Plan

This Chapter provides a summary of the financial impact of the proposed recommendations, identifies potential funding sources, and details a proposed future capital reserve policy to be implemented.

This Plan doesn't address CCLF organization structural or other administrative items. It also doesn't include an analysis of the current franchise agreement with Republic Services, though the Plan acknowledges expected future County negotiations with Republic Services to address additional services and to upgrade the contract provisions to be more in line with industry standards.

### 6.1. Rate Analysis

Currently, CCLF operates as a separate enterprise fund with its primary revenue source being tipping fees charged at the landfill. The original scope of the Plan was to include an analysis of the fees charged at the landfill and ways to consolidate and simplify without reducing current revenues. Based on discussions with staff it was determined that the current fee structure was appropriate, and no changes were needed.

A review was conducted on how capital projects were currently funded. Such projects are funded on a pay as you go basis without the use of reserve funds. A memo was prepared, see **Appendix F**, detailing how reserve policies and the use of designated capital reserve funds (e.g., landfill equipment replacement fund) are commonplace in the industry and utilized many local governments managing solid waste disposal and transfer systems. An example of a Landfill Equipment Replacement Schedule was included in the memo and a snapshot of the worksheet can be found below.

Asset Replacement Schedule										Asset Replacement Schedule Table									
5.0% Asset Escalator																			
Asset Number	Asset Description	Purchase Year	Hours	Miles	Asset Cost	Asset Life	Replace Year	Replacement Cost		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
102	Chevy 2500 4x4	1998		149,048	\$ 5,000	27	2025	\$ 18,667		\$ 18,667									
103	Ford F250 4x4 Ext. Cab	2003		85,285	\$ 10,000	23	2026	\$ 30,715			\$ 30,715								
104	Ford Flat Bed	1990		61,120	\$ 15,000	37	2027	\$ 91,221				\$ 91,221							
105	F350 (Service Truck)	1990		16,090	\$ 12,000	38	2028	\$ 76,626					\$ 76,626						
107	Ford Explorer Sport Trac	2022		131,671	\$ 21,000	7	2029	\$ 29,549						\$ 29,549					
108	Ford F350	2010		116,122	\$ 7,500	20	2030	\$ 19,900							\$ 19,900				
109	Chevy 3500	2022		3,080	\$ 32,000	9	2031	\$ 49,643								\$ 49,643			
110	Ford F150	2007		93,412	\$ 9,000	25	2032	\$ 30,477									\$ 30,477		
201	D7H CAT Dozer	1989	15,489		\$ 75,000	44	2033	\$ 641,786										\$ 641,786	
203	D5 CAT Dozer	1995	11,280		\$ 101,000	39	2034	\$ 677,180											\$ 677,180
204	D7G CAT Dozer	1985	3,731				1985	\$ -											
301	CAT Scraper 615	1987	12,950				1987	\$ -											
304	615 Scraper CII	2006	3,592				2006	\$ -											
401	CAT Loader 966H	2006	11,304				2006	\$ -											
402	CAT Loader 966D	1980	10,604				1980	\$ -											
403	416 Backhoe	1986	9,337				1986	\$ -											
404	977L Track Loader	1977	7,471				1977	\$ -											
405	420E Backhoe	2007	3,695				2007	\$ -											
406	973D Compactor	2015	8,929				2015	\$ -											
407	966M Loader	2022	2,535				2022	\$ -											

The Landfill Equipment Replacement Schedule calculates the future cost of the assets by compounding the price paid for the current asset by an escalation factor (5% for this table).

The Total Cost of Assets is the expected amount that will be expended to purchase the assets scheduled for replacement.

Incoming Waste Tons that generate revenue are estimated for the respective years.

A cost per ton is calculated, which is the additional amount added to the disposal fee to pay for equipment replacement annually. When reviewing the worksheet shown in **Appendix F** you will see that over the ten-year schedule, the average cost per ton for equipment replacement is \$1.13.



## 6.2. Funding Strategies

**Table 15** below summarizes each SWMP recommendation, cost impact, and potential funding sources. The costs shown range from the use of existing staff time to capital costs for the two proposed facility improvements at the landfill, the new Recycling Depot, and the expanded Public Transfer area. There are multiple potential sources of funding for the recommendations including:

- Use of existing landfill operating funds
- Potential funding through State of Oregon Recycling Modernization Act for recycling related collection service improvements
- Potential future capital reserves funding through tipping fee adjustments

**Table 15: SWMP Recommendations, Cost Impact, and Funding Sources**

SWMP Chapter	Recommendation	Cost Impact	Funding Source
<b>3 - Waste Reduction/Recycling/Collection Programs</b>	Enter into negotiations with Republic Services for a new and restated franchise agreement to address additional recycling services and upgrade the contract provisions to industry standards.	Not known at this time	Potential funding through State of Oregon Recycling Modernization Act <sup>4</sup> for recycling related collection service improvements
	Seek funding through the Recycling Modernization Act to fund the Franchise Agreement related recycling service improvements as applicable.	Staff time to apply for funding and participate in funding process	Landfill operating budget
	Seek funding through the Recycling Modernization Act to fund improvements at the Republic Services recycling depot in Prineville.	Not known at this time	Potential funding through State of Oregon Recycling Modernization Act for recycling related collection service improvements
	Seek funding through the Recycling Modernization Act to fund new recycling depot at the Crook County Landfill. Bulky item-related improvements would likely be funded by the County.	\$2.5M	Potential funding through State of Oregon Recycling Modernization Act for recycling depot related collection services
	Collaborate with Deschutes County on recycling processing improvements planned by the County.	Limited Staff time	Landfill operating budget
<b>4 - Household Hazardous Waste Collection Programs</b>	County to fund HHW-related improvements planned for the new Recycling Depot at the Crook County Landfill.	Cost included within \$2.5M for Recycling Depot.	Capital reserves funding through tipping fee adjustments
<b>5 - Transfer, Disposal, and Alternative Solid Waste Management and Services</b>	Implement the proposed improvements to the Public Transfer Area.	\$1.24M	Capital reserves funding through tipping fee adjustments

<sup>4</sup> [Recycling Modernization Act](#)



	Finalize and release RFP to obtain bids for a Beneficial Landfill Gas Utilization Project at the Crook County Landfill.	Staff time + costs for landfill engineer to assist with reviewing proposals. Est. outside consultant costs \$30k.	Landfill operating budget
<b>6 - Admin. and Financial Plan</b>	County to adopt a capital reserve policy for landfill related assets. The policy will identify funding sources to pay for multi-year equipment replacement program and new facility improvements.	Staff time.	Potential funding sources include tipping fee adjustments, grants, Recycling Modernization Act, etc.

### 6.3. Recommendations

The following recommendations will address operational enhancements needed at the Crook County Landfill:

1. Implement the proposed improvements to the Public Transfer Area.
2. Finalize and release an RFP to obtain bids for a Beneficial Landfill Gas Utilization Project at Crook County Landfill.

## 7. Implementation Plan

**Table 16** below summarizes each SWMP recommendation, cost impact, and potential funding sources. **The draft recommendations for the SWMP were presented to the Commissioners on January 15, 2025, and no suggested changes were made.**

These recommendations should be included in the current and future budget development process.

**Table 16: SWMP Recommendations, and Implementation Timeframe**

SWMP Chapter	Recommendation	Timeframe
<b>3 - Waste Reduction/Recycling/Collection Programs</b>	Enter into negotiations with Republic Services for a new and restated franchise agreement to address additional recycling services and upgrade the contract provisions to industry standards.	<b>2025</b>
	Seek funding through the Recycling Modernization Act to fund the Franchise Agreement related recycling service improvements as applicable.	<b>2025-2026</b>
	Seek funding through the Recycling Modernization Act to fund improvements at the Republic Services recycling depot in Prineville.	<b>2025-2027</b>
	Seek funding through the Recycling Modernization Act to fund new recycling depot at the Crook County Landfill. The	<b>2025-2027</b>



	County would likely fund bulky item-related improvements.	
	Collaborate with Deschutes County on recycling processing improvements planned by the County.	<b>Ongoing</b>
<b>SWMP Chapter</b>	<b>Recommendation</b>	<b>Timeframe</b>
<b>4 - Household Hazardous Waste Collection Programs</b>	County to fund the HHW-related improvements planned for the new recycling depot at the Crook County Landfill.	<b>2026-2027</b>
<b>5 - Transfer, Disposal, and Alternative Solid Waste Management and Services</b>	Implement the proposed improvements to the Public Transfer Area	<b>2026</b>
	Finalize and release a Request for Proposal (RFP) to obtain bids for a Beneficial Landfill Gas Utilization Project at the Crook County Landfill.	<b>Tentative 2026</b>
<b>6 - Admin. and Financial Plan</b>	County to adopt a capital reserve policy for landfill related assets. The policy will identify funding sources to pay for a multi-year equipment replacement program and new facility improvements.	

For implementation tasks related to the RMA, it's critical that Crook County staff continue their active engagement with Oregon DEQ and meet the local government requirements detailed in the graphic on the next page.



# Local government requirements

Early 2023	<b>Optional</b> for ALL cities regardless of size	Fill out the local government needs assessment survey to indicate interest in expanding recycling services (ORS 459A. 890 (8)). PROs will provide funding for expansion of these programs based on eligibility for funding.
Late 2024	<b>Optional</b> for ALL cities regardless of size	After PRO program plans are approved, enter into discussion about service expansion based on interest identified in needs assessment survey.
July 2025	<b>Required</b> for ALL cities regardless of size	Ensure that commingled materials are directed to approved processor(s). (ORS 459A.905)
	<b>Required</b> for ALL cities regardless of size	Ensure at a minimum that materials identified in the statewide collection list are collected at disposal sites (or more convenient locations) required by ORS 459A.005. Note that materials not on the list may be collected separately if desired. (ORS 459A.914)
	<b>Required</b> for cities with populations over 4,000*	Collect materials identified on the statewide collection list for on-route collection. Ensure that commingled collection programs are only collecting materials on the uniform statewide collection list. (ORS 459A.914)
	<b>Required</b> for cities with populations over 4,000*	Implement new contamination reduction activities from the DEQ program elements list. (ORS 459A.929) PROs will provide funding for these activities based on the population of the jurisdiction.
	<b>Required</b> for cities with populations over 4,000*	Use educational resources created by PROs. (ORS 459A.893)
	<b>Optional</b> for ALL cities regardless of size	Eligibility for compensation for local governments or their designated service providers for specific expenses, including transportation of covered products greater than 50 miles from a recycling depot or reload facility to a commingled recycling processing facility or responsible end market. (ORS 459.890)
January 2026	<b>Required</b> for ALL cities regardless of size	Ensure that newly purchased roll-carts, bins and containers have at least 10 percent verified post-consumer recycled content. (ORS 459A.908)
July 2026	<b>Required</b> for cities with populations over 4,000*	Ensure adequate recycling collection and access for multifamily housing. (ORS 459A.911)



## Appendices

Appendix A – Proposed Recycling Depot Site Plan at Crook County Landfill

Appendix B – Proposed Public Transfer Area Expansion Site Plan at Crook County Landfill

Appendix C – Crook County Landfill – Gas Collection and Control System (GCCS)

Appendix D – Rough Order of Magnitude Cost Estimate for Public Transfer Area

Appendix E – Rough Order of Magnitude Cost Estimate for Recycling Depot

Appendix F – Crook County Funding Reserves Background Memo

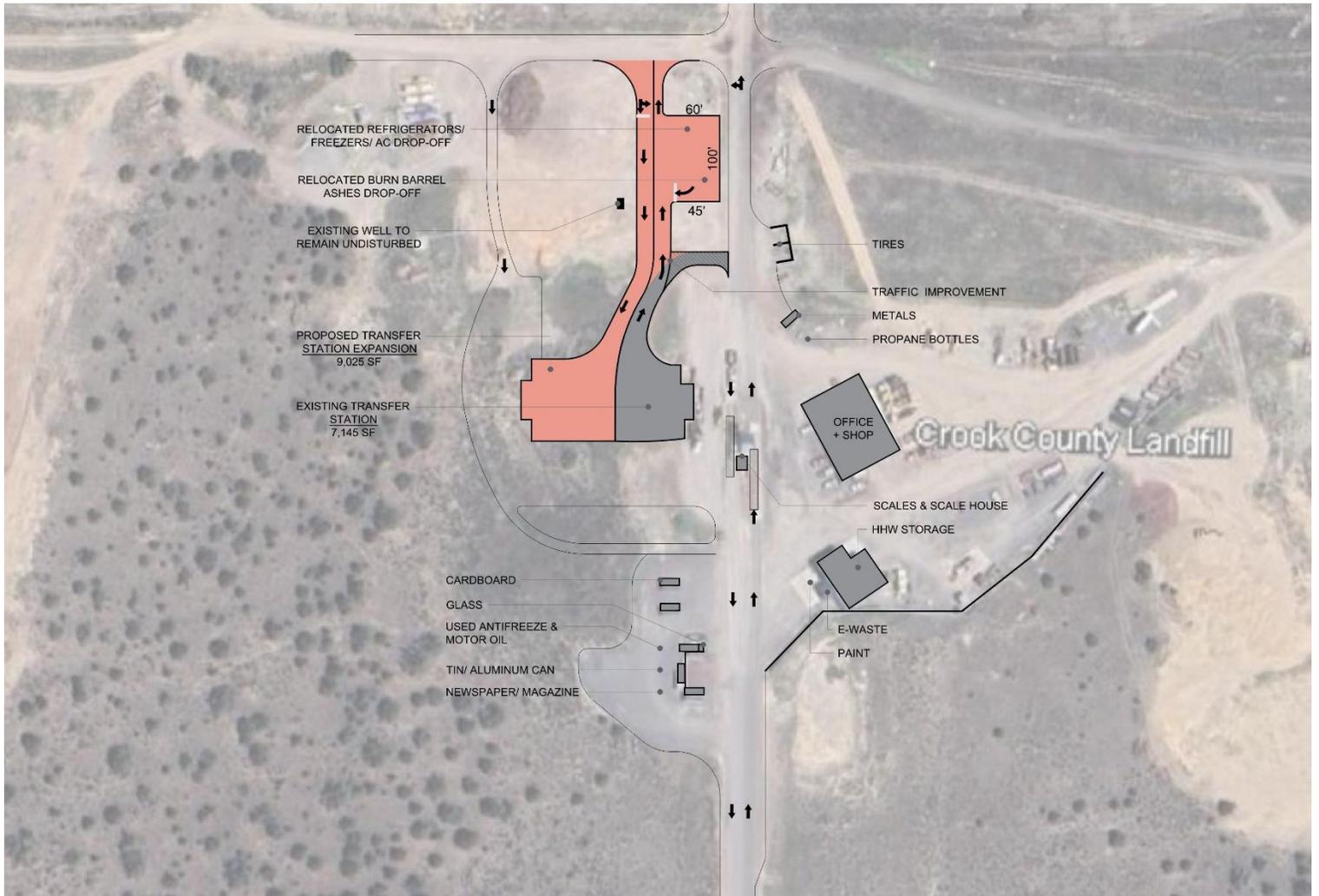


# Appendix A - Proposed Recycling Depot Site Plan at Crook County Landfill





## Appendix B - Proposed Public Transfer Area Expansion Site Plan at Crook County Landfill



SITE PLAN

**CROOK COUNTY LANDFILL**  
110 SW LANDFILL RD, PRINEVILLE, OR 97754

Job No. 6053  
01.09.2025  
© IRMA 2025. All Rights Reserved.





## Appendix C - Crook County Landfill – Gas Collection and Control System (GCCS)



# Technical Memorandum

**To:** Jacquie Davis, Crook County Landfill Manager  
**From:** Gerry Friesen PE, G. Friesen Associates, Inc.  
**cc:** Kevin McCarthy, JRMA Architects/Engineers  
**Date:** July 12, 2024  
**Re:** Crook County Landfill – Gas Collection and Control System (GCCS)

---

## Applicable Regulations

In October 2021, the Oregon Department of Environmental Quality (ODEQ) implemented new regulations (OAR 340-239) to manage landfill gas emissions. The rules require many landfills in Oregon to obtain an air quality permit, submit data on landfill characteristics, and monitor and/or control landfill gas emissions.

Based on the waste-in-place volume and calculated methane generation rates at the Crook County Landfill (CCLF) the CCLF exceeded the threshold that requires collecting surface emission monitoring (SEM) data for the CCLF quarterly and reporting results beginning with the quarter-ending on June 30, 2022.

Annual reports are to document that all quarterly SEM data and any follow-up remedial efforts remain below the threshold methane concentration of 200 parts per million by volume (ppmv).

For those landfills where any measured concentration of methane at the surface of the landfill remains greater than 200 ppmv, the rules require a:

1. Design Plan for a Gas Collection and Control System (GCCS) be submitted within one year of becoming subject to this rule (OAR 340-239-0110(1)(a)).
2. Gas Collection and Control System (GCCS) be installed and operating within 30 months after becoming subject to this rule (OAR 340-239-0110(1)(d)).

## Current Status

The County is not required to operate a GCCS based on previous quarterly SEM results.

The Surface Emissions Monitoring 2023 Annual Report (PBS, February 2024) documents that all quarterly SEM data after follow-up remedial efforts were completed below the threshold methane concentration of 200 ppmv.

In 2023, initial instantaneous SEM results indicated a total of 22 of the 19,506 points (0.11%) initially exceeded the threshold limit concentration of 200 ppmv methane. The areas surrounding each of these points were remediated by the County within ten days of the initial exceedance. The remediated locations were re-monitored, and the results confirm that all instantaneous monitoring points were sufficiently remediated to achieve concentrations below the threshold limit of 200 ppmv methane specified in OAR 340-239-0800(3)(b). Figures 2, 3, 4, and 5 in the PBS report (see **Exhibit A**) show the 22 locations where the initial instantaneous threshold limits were exceeded. The locations are all in Cell 4 and predominantly at the interface between the leachate collection gravel layer and the top of the municipal solid waste (MSW) lift that is being constructed. The current method for remediation is to place a low permeability soil layer over the leachate collection gravel layer. If in the future this remedial method is no longer effective, installation of a Gas Collection and Control System (GCCS) system will be required.

## Conceptual Design of Gas Collection and Control System

A conceptual design for a Gas Collection and Control System at the Crook County Landfill is shown in Drawing No. 1. Solid Waste Management Plan Update



The conceptual design includes:

- **Four 6-inch Perforated Horizontals** will be installed in gravel trenches that are spaced approximately 125 feet apart.
- **A 6-inch Perforated Horizontal** will be installed at the interface between the top of the latest MSW lift and the leachate collection gravel on the west sidewall of Cell 4.
- **An 8-inch HDPE Pipe Header System** that is located on the north and east perimeter of Cell 4. The headers system will be sloped to drain to low points on the NW and SE corners.
- **Seven Wellheads** will connect each of the horizontal LFG wells to the Main Header. The wellheads will regulate flow and control the vacuum on the landfill gas field.
- **Two Condensate Sumps** are located at each of the low points in the Main Header system. The condensate sumps will be air-actuated and remove LFG condensate from the main header system.
- **A Landfill Gas Handling Skid** that includes 2 blowers that will maintain a vacuum of 45-in WC on the LFG field and discharge LFG to an Enclosed Flare or a beneficial user of the landfill gas.
- **An Enclosed Flare with a Combustion Air Blower** will combust the landfill gas that is collected.

### Estimated Cost of Gas Collection and Control System

The estimated cost for a Gas Collection and Control System at the Crook County Landfill has been developed and is shown in **Table 1**. The total estimated cost is in the \$1.75 million range and includes a contingency of 20%.

The major component of the cost is the Enclosed Flare with Gas Handling Skid, which is required by the regulations. Specifications and a cost estimate for the Enclosed Flare with Gas Handling Skid have been included in **Exhibit B**. This exhibit also includes a drawing showing the equipment that is required and a proposed layout for the facility.

### Beneficial Use of Landfill Gas

Landfill gas is a valuable resource and can be beneficially used to generate renewable electricity or natural gas. **Exhibit C** provides a Request for Proposal (RFP) that could be utilized by Crook County to obtain bids for a Beneficial Landfill Gas Utilization Project at the Crook County Landfill.

The RFP shown in **Exhibit C** is based on an RFP that was issued by Deschutes County in 2022. Various natural gas companies and other renewable energy providers responded, and an agreement has now been made to utilize landfill gas that is being generated at the Knott Landfill beneficially.

If Crook County would like to proceed with developing a Landfill Gas Utilization Project at the Crook County Landfill the following tasks will be required:

- **Task 1: Finalize the Landfill Gas Utilization Project RFP.** The RFP shown in **Exhibit C** is the first draft. Under this task, the RFP would be modified to include comments from Crook County.
- **Task 2: Project the Quantity and Quality of Landfill Gas.** The quantity and quality of landfill gas that could be collected from the landfill over the next 20 years or more would be projected under this task. The LFG quantity and quality calculations would be based on the type of solid waste received, the age of the waste, and its moisture content.
- **Task 3: Meet with Potential Landfill Gas End Users.** Several potential renewable energy end users within Crook County could greatly benefit from the landfill gas that is being generated by the landfill. Several potential end users include Facebook, Apple, or the natural gas/electricity utilities that are supplying natural gas/electricity to residents of Crook County. Under this task, the project team would meet with these end users to determine their level of interest and determine ways to structure the RFP so that it is attractive to potential responders.
- **Task 4: Issue an RFP for a Beneficial Landfill Gas Utilization Project at the Crook County Landfill.** Typically, a bid period of 45 to 75 days should be allowed.



- **Task 5: Select a Developer for the Beneficial Landfill Gas Utilization Project.** Selection criteria should be based on:
  - Previous experience in developing other similar projects.
  - Experience with the operation of Gas Collection and Control Systems.
  - Proposed approach and time schedule; and
  - Compensation to Crook County.

With this type of approach, Crook County might be able to beneficially use the landfill gas that is being generated by the Crook County Landfill.



**Crook County Landfill - Gas Collection and Control System**

**Table 1: Estimated Cost for Construction**

**Current as of July 12, 2024**

<u>Item #</u>	<u>Item</u>	<u>Approximate Quantity</u>	<u>Unit</u>	<u>Unit Price</u>  (2024 Dollars)	<u>Total</u>  (2024 Dollars)
1	Mobilization	100.0%	LS	\$50,000	\$50,000
2	6-inch Horizontal Wells in Gravel Trench	3,010	LF	\$30	\$90,300
3	8-inch Main Header	2,100	LF	\$40	\$84,000
4	Air and 1-1/2-inch Return Line	1,540	LF	\$10	\$15,400
5	Well Heads	12	Each	\$500	\$6,000
6	Condensate Sumps	2	Each	\$30,000	\$60,000
7	Enclosed Flare with Gas Handling Skid	1	Lump Sum	\$840,000	\$840,000
8	Concrete and Site Work	1	Lump Sum	\$150,000	\$150,000
9	Electrical Work	1	Lump Sum	\$50,000	\$50,000
<b>Subtotal</b>					\$1,345,700
Engineering and Contract Administration		10%			\$134,570
Contingencies		20%			\$269,140
<b>Total Estimated Cost</b>					\$1,749,410

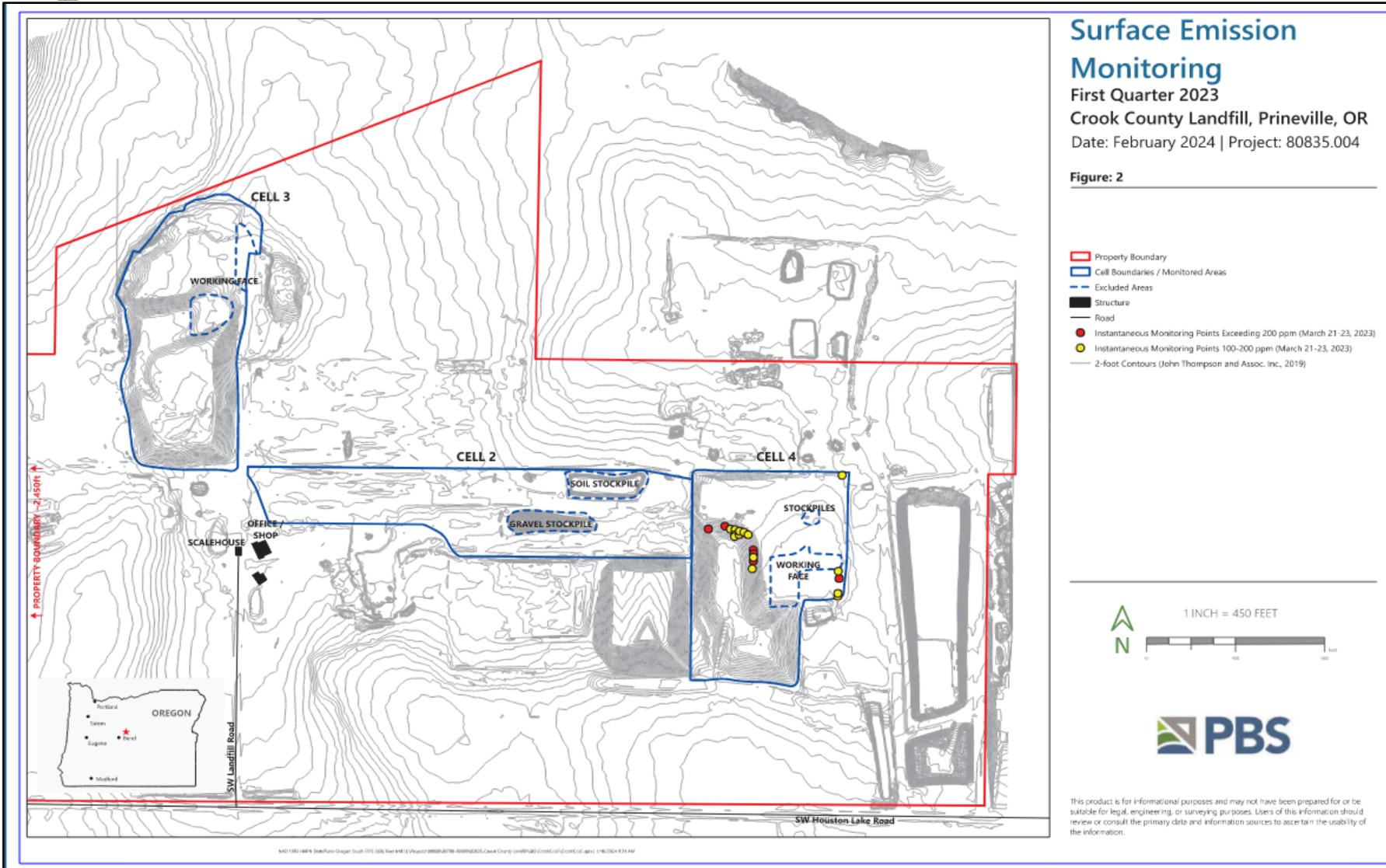




**Exhibit A:**

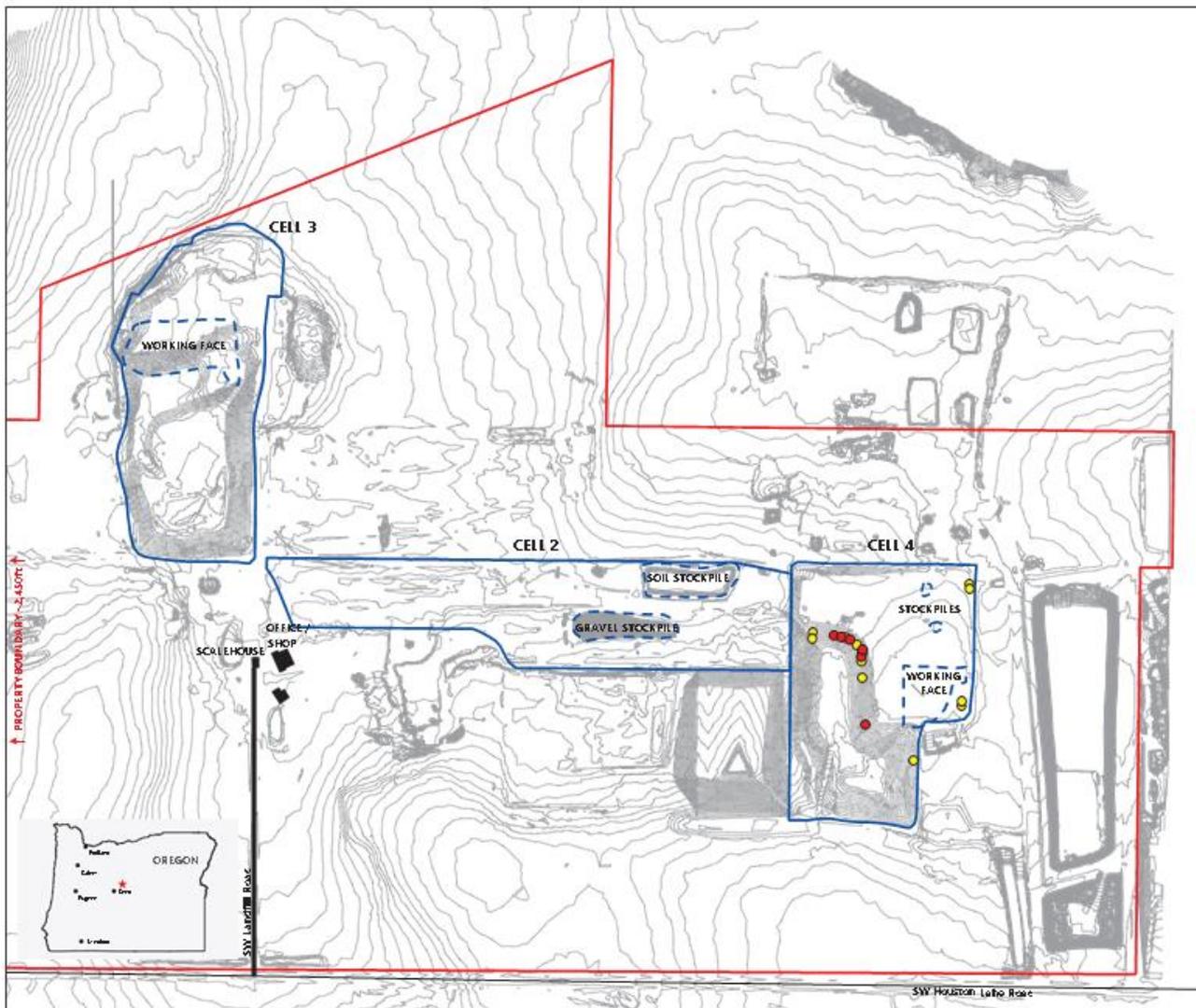
**Locations of 22 Instantaneous Monitoring Points that Initially Exceeded the 200 ppmv Limit**

(from Surface Emissions Monitoring 2023 Annual Report by PBS (dated February 2024))



This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.





## Surface Emission Monitoring

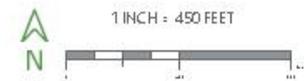
### Third Quarter 2023

#### Crook County Landfill, Prineville, OR

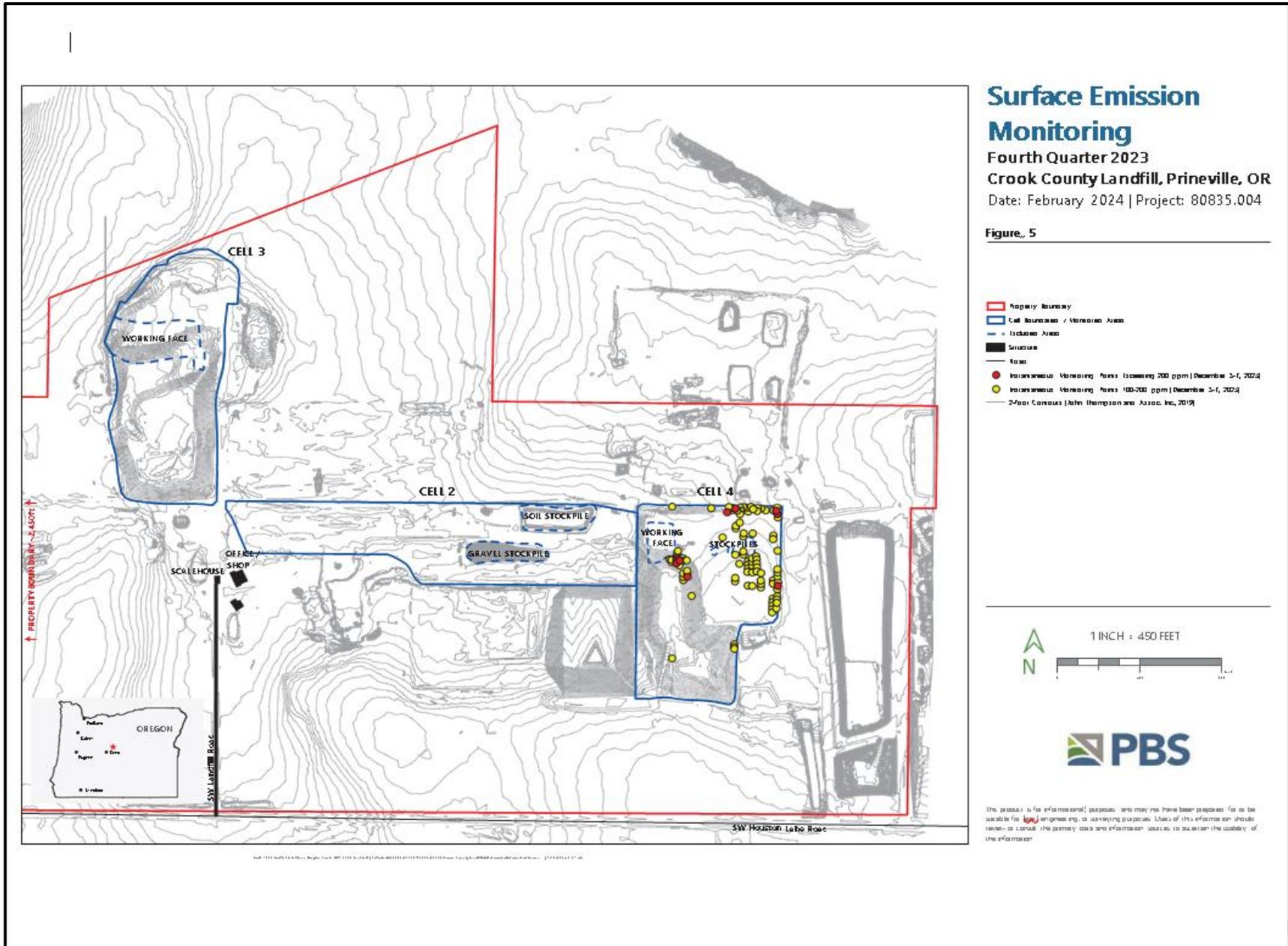
Date: February 2024 | Project: 80835.004

Figure 4

- ▭ Property Boundary
- ▭ Cell Boundary / Ventilation Area
- ▭ Isolated Area
- ▭ Structure
- Ties
- In-situ Monitoring Pans (covering 200 ppm) (September 3-7, 2023)
- In-situ Monitoring Pans (100-200 ppm) (September 3-7, 2023)
- 2-foot Contours (John Thompson and Assoc. Inc, 2017)



This product is for informational purposes and may not have been prepared for or be suitable for legal engineering or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the reliability of the information.





**Exhibit B:**

**Specifications, Cost Estimate and Drawings for  
Gas Handling Equipment and Enclosed Flare**

(from Perennial Energy, July 11, 2024)



## Flare Station Cost Estimate from Perennial Energy

Dated July 11, 2024

**15 MMBtu/hr. Ultra-Low NOx Flare Station Estimated Price: \$840,000**  
**Estimated Lead Time: 10 weeks for submittals; 30 to 40 weeks for delivery from approvals.**

Includes 2 blowers sized for 400 SCFM each. Assuming Lone Star with their MC5 with surge less impellers. Also, the most expensive blower vendor these days. Atlas Copco will likely be a direct alternative for a lower cost.

Estimated Blower Performance: -45 inWC vac, 2.0 psig outlet (min. required for burner), 100F inlet, 100% RH.

Estimated blower motor: 40 HP, 480VAC/3ph (maybe 30 HP)

Estimated Flare Size: 78 in. OD x 27 ft. OAH; assume a 10 ft. x 10 ft. area for flare with a 5 ft. x 8 ft. area for the combustion air blower.

Combustion air blower motor: 30 HP, 480VAC/3ph Emissions: down to 0.025 lb./MMBtu NOx, 0.20 lb./MMBtu CO

Includes Allen-Bradley PLC, C-More EA9 HMI, ABB or AB drives, and standard PEI controls package.

Assume a single 200 A @ 480VAC/3ph/60Hz utility service Assume a 6" ANSI 125/150# flanged inlet connection.

Assume we'd supply all interconnection minus the interconnect conduit. We'll either supply cable and tray or we'll run conduit to edge of skid to be picked up by the electrician on site.

### Colby Staggs

Application Sales Engineer



**Direct:** 417-505-7189

**Cell:** 901-300-0194

**Main:** 417-256-2002





## **Exhibit C:**

# **Request for Proposal Landfill Gas Utilization Project at Crook County Landfill**

(Based on the RFP for a Landfill Gas Utilization Project that was issued by Deschutes County in 2022)



**REQUEST FOR PROPOSALS  
LANDFILL GAS UTILIZATION PROJECT CROOK COUNTY LANDFILL  
CROOK COUNTY, OREGON**

---

Crook County is soliciting proposals to develop, construct and implement a project for the beneficial use of landfill gas (LFG) generated at Crook County Landfill, located in Crook County, Oregon.

LFG conversion projects generating electricity, producing renewable natural gas or similar beneficial uses will be considered. Crook County will only consider technologies and developers with a proven and successful record of development and operation of LFG utilization projects in the United States.

Inquiries are to be referred to Jacquie Davis, Crook County Landfill Manager at: Phone: (541) 777-4566

Email: [Jacquie.Davis@crookcountyor.gov](mailto:Jacquie.Davis@crookcountyor.gov)

Note that no oral interpretations of this RFP will be made to any Proposer. Any oral discussion, explanation or instruction is not binding. Any information generated through Proposer inquiry will be shared with all Plan holders. All questions must be submitted in writing and directed to Jacquie Davis, Crook County Landfill Manager at [Jacquie.Davis@crookcountyor.gov](mailto:Jacquie.Davis@crookcountyor.gov).

**IMPORTANT: Prospective proposers MUST register using the Contact Information Form provided by Crook County. Any follow-up information (responses to questions, addenda, etc.) will only be distributed to registered plan holders. Failure to register will result in proposer disqualification.**

Proposals must be received by 4:00 p.m. \_\_\_\_\_, 2024 and are to be submitted using one of the following formats:

Format 1: Direct submittal of one printed copy and one digital pdf copy addressed to Jacquie Davis, Crook County Landfill Manager at Crook County, 300 NE Third Street, Prineville, OR 97754.

Format 2: Email submittal of a digital pdf copy addressed to Jacquie Davis, Crook County Landfill Manager at Crook County, email: [Jacquie.Davis@crookcountyor.gov](mailto:Jacquie.Davis@crookcountyor.gov). Note: Crook County assumes no responsibility for email submittals that are late due to internet outages or other technology problems.

**A. COUNTY RESERVATIONS & REQUIREMENTS**

Crook County reserves the right to reject any response to this Request for Proposals not in compliance with all prescribed procedures and requirements and to accept any submittal and



negotiate a final contract that is in the best interest of the County. Crook County reserves the right to waive irregularities or discrepancies in submittals if the County determines that the waiver is in the public's best interest. Crook County reserves the right to reject any and all submittals or to cancel this Request for Proposals if it is in the public's best interest to do so, as determined by Crook County.

Proposers are solely responsible for the cost of preparing their responses to this Request for Proposals. Crook County is not liable to any Proposer for any loss or expense caused by or resulting from the cancellation or rejection of a solicitation, bid, quotation, proposal, or award. This is not a contract offer and with this solicitation, the Proposer assumes any liability for the costs incurred in the preparation and transmittal of proposals in response to the solicitation.

Be advised that proposals and all documents submitted in response to this RFP are subject to public disclosure as required by applicable state and/or federal laws. If a Proposer intends to submit any information with their proposal which Proposer believes is confidential, proprietary, or otherwise protected from public disclosure (trade secret, etc.), in addition to identifying same in proposal transmittal letter, Proposer must separately bind and clearly identify all such material. The cover page of the separate binding must be red, and the header or footer for each page must provide as follows: "Not Subject to Public Disclosure." Where authorized by law, and at its sole discretion, Crook County will endeavor to resist disclosure of properly identified portions of the proposals.

Errors and omissions in this Request for Proposals shall be called to the attention of the Department of Solid Waste prior to the submittal due date so that an appropriate addenda or clarifications may be issued, if warranted. Failure to do so on the part of the successful Proposer (hereinafter referred to as the Developer) does not relieve him/her responsibility for a correct and completely finished project scope. Only a written interpretation or correction by addendum shall be binding.

## **B. AGREEMENT**

The Developer shall be required to enter into a formal agreement for the subject services and to provide insurance certificates and other information required by the County. Any potential agreement resulting out of a negotiation phase following this RFP process will include specific contract terms pertaining to site use, financing, operations, regulatory compliance, compensation, ownership, security, insurance, indemnification, warranties, performance guarantees and conditions which reflect the unique nature of a LFG utilization project to be implemented by the Developer.

Respondents should outline any specific terms and conditions they would like the County to consider in the Proposal. Crook County reserves the right to include terms and conditions specific to an LFG utilization process in any potential agreement.

## **C. CONDITIONS OF WORK**

Proposers are required, prior to submission of proposal, to carefully examine the requirements of this Request for Proposals, the conditions for the contemplated work and the level of effort required to implement the project.

Each Proposer must inform themselves of the conditions relating to the execution of the work and make themselves thoroughly familiar with all contract documents. Failure to do so will not relieve



the Proposer of his obligations to enter into a contract and implement the project in strict accordance with the contract documents.

Each Proposer must inform themselves on all laws and statutes, both Federal and State, relative to the implementation of the project, the execution of the work, the compliance with state and federal law, the employment of labor, worker health and safety, protection of public health, access to the work and similar requirements.

#### **D. PROPOSAL QUALIFICATIONS**

Crook County will only consider proposals that satisfy the following requirements:

- LFG conversion technologies proposed must have a proven record of operation with a minimum of three successful and current operations of commercial scale facilities in the United States.
- Proposer and development team have a proven record of successful implementation and ongoing operation of a minimum of three commercial scale LFG conversion facilities in the United States.

#### **E. FACILITY BACKGROUND**

Crook County Landfill is located about three miles southwest of Prineville, Oregon. The facility has been in continuous operation since before the 1970's and accepts MSW, construction/demolition debris, commercial waste, and industrial waste.

In 2023, the facility received approximately \_\_\_\_\_ tons of solid waste and is currently averaging about \_\_\_\_\_ tons of waste/day. The landfill has a remaining disposal capacity of over 100 years.

Crook County Landfill is permitted by the Oregon Department of Environmental Quality (DEQ) under Solid Waste Disposal Permit Number 74 and Title V Operating Permit Number \_\_\_\_\_. Copies of these permits can be obtained from the County.

The facility currently does not have an active LFG collection and control system (GCCS). The facility manages leachate through an on-site recirculation system which also provides for additional LFG extraction capacity when leachate pumps are not operating.

Utility infrastructure immediately adjacent to Crook County Landfill that may be available for wheeling of electricity includes a substation owned and operated by the local electrical power utility.

Crook County has current land use authority for LFG management facilities on the landfill site. The County will grant a property lease of up to 3 acres of County-owned land adjacent to the active area (Cell 4) of the Crook County Landfill as appropriate for the Developer's LFG utilization facility.

The Developer will be required to obtain appropriate land use and site plan approval through Crook County's Community Development Department for any additional acreage required or alternate.



location, as well as improvements contemplated, including any and all additional permits and approvals required for facility construction and operation.

It is important to note that there are private residences adjacent to Crook County Landfill and the County is sensitive to any impacts that may affect nearby residents.

#### **F. LANDFILL GAS DATA**

NOTE: LFG quantities and properties presented in this Request for Proposals are estimates. No express or implied warranty is made as to the accuracy or suitability of the data provided or if it being representative of future conditions.

The following information on LFG at Crook County Landfill is available:

- LFG generation modelling study conducted in 2024\_ (*Crook County Landfill LFG Projection*, \_\_\_\_\_2024).
- Preliminary evaluation to characterize the quality of the facility’s LFG for potential use for energy conversion conducted in 2024 (*Preliminary Landfill Gas Characterization*, PBS Engineering and Environmental, Inc., \_\_\_\_\_, 2024).
- 2023 Title V Tier II non-methanogenic organic compound (NMOC) emission rate calculations for Title V permit and New Source Performance Standards requirements (*Title V Tier II Non-Methanogenic Organic Compounds Emission Calculations*, PBS Engineering and Environmental, Inc., \_\_\_\_\_).

Additional information specific to Crook County Landfill may be available upon request and will be made available to all plan holders registered for the project. All plan holders registered for the project will be notified when additional materials are made available during the solicitation phase of this project.

#### **G. SCOPE OF SERVICES**

For the purposes of this solicitation, the Scope of Services includes, but is not limited to, the following general tasks and responsibilities to be undertaken by the Developer at no cost to Crook County:

- Financing of the LFG conversion project
- LFG conversion facility planning, design, permitting for project development and implementation (land use, construction, operation, etc.)
- LFG conversion facility construction, operation, maintenance, regulatory compliance, decommissioning at the end of service life.
- LFG and/or conversion product marketing, sale, and distribution



- GCCS operation, maintenance, expansion, and regulatory compliance. Proposers are advised that the State of Oregon has recently established new rules regulating the emission of methane gas from landfills (ORS Division 239) and expansion of the Crook County Landfill GCCS will be required to meet these rules. Additionally, improvements to the existing GCCS may be necessary to meet the Division 239 rules.
- Regulatory and permit compliance for LFG emissions, migration control and nuisance odor control.

## **H. COMPENSATION TO CROOK COUNTY**

While Crook County’s primary objective of this solicitation is to see beneficial use for LFG generated at Crook County Landfill, compensation to the County from revenue realized through the LFG conversion project will be a factor in considering proposals received. Compensation from the sale of LFG conversion products, the value realized from environmental attributes (renewable energy credits, carbon/greenhouse gas offset credits, renewable identification number, CALCFCS credit, OR clean fuels program, etc.), and other incentives afforded from the conversion of LFG shall be considered in compensation proposals.

Assuming some level of compensation to Crook County in exchange for granting the Developer the right to operate the GCCS and receive and utilize LFG from Crook County Landfill for beneficial use, the Developer shall agree to compensate the County based on the quantity of LFG delivered to the Developer’s facility, revenue generated from the sale of LFG conversion products or other mutually agreed upon metrics and revenue sharing arrangement.

## **I. PROPOSAL CONTENTS**

The proposal shall, at a minimum, address each of the following items and be organized in accordance with this section.

### **1. Executive Summary**

The Executive Summary shall provide an overall synopsis of the proposal including brief descriptions of the Proposer’s experience and qualifications, financial strength, approach to GCCS operation and improvements and operation and the facility that the proposer is offering to implement.

### **2. Parent Company Confirmation**

Crook County is seeking a guaranteed long-term LFG utilization project. A Developer who is wholly or partially owned by another corporation or other entity must submit a parent company confirmation to certify that any potential agreement with the Developer resulting from this RFP process will be co-signed by the Developer’s parent company. A Developer who does not fall into this category must note that in their Proposal.



### 3. Proposer Experience and Qualifications

- a. A description of a minimum of three currently operating LFG conversion facilities where the Proposer served or currently serves as the project developer, owner and/or operator of the LFG conversion facility including:
  - A discussion of the current level of involvement the Proposer has in the operation and management of each facility.
  - Contact information for the landfill owners providing LFG to the Proposer's facilities.
  - A description of the LFG conversion facilities and processes, capacity, longevity of operation, conversion product metering and marketing, etc.
  - A description of compensation arrangements with the partner landfill facilities
  - A description of the arrangements with the partner landfill facilities for procurement of LFG, including identifying responsibilities for the operation and maintenance of the GCCS system, expansion responsibilities, cost-sharing arrangements, regulatory and permit compliance, etc.
  - A discussion of any regulatory or permit compliance issues including notices of non-compliance, violation, enforcement action, etc. issued to the owner or operator of the LFG conversion facilities or the host landfills.
  - List of firms that the Proposer teamed with for the implementation of the reference LFG conversion facilities (permitting, design, construction, operation, and maintenance)
- b. A discussion of any LFG utilization facilities developed, owned, and/or operated by the Developer that have been shut down within the last five years. The information should include dates of operation, reason for shut down, capacity, conversion technology, location, conversion product purchaser and landfill contact information.
- c. A discussion of the Proposer's implementation team for this project including, but not limited to business, financial and technology partners. If determined at proposal submittal time, technology and infrastructure providers, design and permitting consultants, LFG conversion facility operator, etc.

### 4. Project Approach

- a. A discussion of the Proposer's LFG conversion facility technology contemplated in response to this RFP, including a description of the conversion process and technology, infrastructure requirements and space needs.
- b. A discussion of the Proposer's LFG conversion facility impact mitigation strategies (lighting, noise, emissions, traffic, etc.)



- c. A discussion of the Proposer's approach to the planning, design, permitting, construction, and operation of the LFG conversion facility.
- d. A discussion of modifications/improvements that the Proposer foresees to the existing GCCS infrastructure and/or operation that should be considered for initial development and operation of the Proposer's LFG conversion facility and compliance with the recently promulgated ORS Division 239 rules.
- e. A discussion of the Proposer's approach to GCCS operation, regulatory monitoring, and compliance.
- f. A description of the Proposer's approach to LFG conversion product marketing and securing end use purchasers.
- g. A proposed schedule for project implementation includes milestone completion dates.
- h. A discussion of project lifespan and affecting factors.

#### **5. Project Pro-Forma and Financial Information**

- a. A detailed presentation of total estimated capital costs, project financing, debt service, fees, insurance, operations, and maintenance costs for the proposed LFG conversion facility and GCCS operation, expansion, and maintenance.
- b. A detailed discussion of LFG conversion product marketing, revenue projections and assumptions.
- c. A detailed discussion on County revenue sharing structure, projections, method of determination, and assumptions.
- d. A certified copy of the Proposer's two most recently audited year-end financial statements showing income, expenses, and outstanding debt.
- e. A list of any pending or recently completed litigation and parties in which the Proposer is the defendant and provides the amount of damages being contested.
- f. A list of any litigation in which the Proposer is a litigant and the amount of financial recovery being sought.

#### **6. Proposal Security**

A proposal bond or certified check in the amount of \$10,000 shall accompany each proposal. Bonds or checks shall be made payable, without condition, to Crook County. Crook County reserves the right to retain proposal securities of all reasonable proposals until 120 days after proposals are due. Proposal security for proposals deemed unacceptable shall be returned.



immediately to the Proposer at the time the determination is made. If a Proposer withdraws his proposal, fails to negotiate in good faith with Crook County, or if after the County and the Proposer agree on terms of a contract, the Proposer fails to sign a contract and provide any necessary bonds within 30 days after the contract has been presented to the Proposer, the entire amount of proposal security shall be forfeited to Crook County.

## 7. Model Agreement

If available, a model agreement for possible use as a basis for the development of an agreement between Crook County and the Proposer.

## J. PROPOSAL SUBMITTAL SCHEDULE

Proposals must be received by 4:00 p.m. \_\_\_\_\_, \_\_\_\_\_ 2024 and are to be submitted using one of the following formats:

Format 1: Direct submittal of one printed copy and one digital pdf copy addressed to Jacquie Davis, Crook County Landfill Manager at Crook County, 300 NE Third Street, Prineville, OR 97754.

Format 2: Email submittal of a digital pdf copy addressed to Jacquie Davis, Crook County Landfill Manager at Crook County. Email: [Jacquie.Davis@crookcountyor.gov](mailto:Jacquie.Davis@crookcountyor.gov). Note: Crook County assumes no responsibility for email submittals that are late due to internet outages or other technology problems.

## K. SELECTION PROCESS

Submittals will be reviewed and evaluated by a multi-disciplinary committee of Crook County staff and a retained consulting firm. At the County's option, Proposers may be asked to provide a presentation to the evaluation committee. Proposers are not permitted to lobby County staff or selection committee members prior to the final selection.

Providing the committee arrives at a successful selection, the committee will enter contract negotiations with the successful Proposer. In the event the County is unable to come to an agreement on contract terms with the selected Proposer, at the County's option, the County may elect to enter into negotiations with an alternate Proposer.

Criteria that will be considered in the proposal evaluation process and weighted scoring include the following:

- Experience, qualifications and performance of the Proposer and team in the successful development, implementation, and operation of LFG utilization projects similar to the technology advanced in the proposal (30 points).
- Demonstration of successful and active projects of a similar nature, preferably with public sector landfills (30 points).



- Experience with GCCS operation, maintenance, construction, and regulatory compliance as part of the operation of LFG conversion facilities (25 points)
- Proposer’s pro-forma and financial documentation (25 points).
- Proposer’s overall approach to the project (25 points)
- Compensation proposal to Crook County (25 points).
- References for Proposer’s LFG conversion facility projects (20 points).
- Quality, clarity, and organization of the proposal (20 points)



## Appendix D - Rough Order of Magnitude Cost Estimate for Public Transfer Area



**Crook County SWMP Update - CIP projects**

**Phase 1 - Public Transfer Expansion only**

**Planning ROM Construction Cost Estimates, Per AACE Class 5 Definition**

1.07.2025 (revised)

**Disclaimers and Assumptions:**

1. The ROM was developed based on AACE Class 5 definition.
2. The ROM was developed based on 0% level of design effort.
3. The numbers should be used for long-turn capital planning purposes only.
4. Due to the current volatile bidding environment and market trends, JRMA cannot guarantee the accuracy of our ROM cost estimates. However, the expected accuracy range for the ROM cost estimate will be +200% to - 100% which will be based on information gathered from our recent projects and the data from the 2023 edition of RSMMeans.
5. The ROM cost estimate excludes any environmental remediations and any geotechnical remediation/site improvements related activities.

	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Subtotal</u>
Mobilization and Demobilization	LS	\$1	\$20,000	\$20,000
Clear and Grub	LS	\$1	\$8,000	\$8,000
Demo Site (allowance)	LS	\$1	\$5,000	\$5,000
Excavation	CY	\$2,500	\$15	\$37,500
Landfill excavation	CY			\$0
Fill	CY	\$4,000	\$15	\$60,000
Compacted Gravel (Transfer Area)	SY	\$7,000	\$20	\$140,000
10' Transfer Trailer Top load wall	LF	\$200	\$1,000	\$200,000
Stormwater Treatment (Allowance)	AC	\$2	\$120,000	\$180,000
Hydroseeding (allowance)	LS	\$1	\$2,000	\$2,000
Signage (allowance)	Each	\$10	\$250	\$2,500
Striping (Allowance)	LS	\$1	\$4,000	\$4,000
Relocating Fire Burn Barrel Ashes Drop-Off	LS			\$0
Guard Rail Around the TS area	LF	\$300	\$45	\$13,500
Misc. Site Concrete/apron (Allowance), 15' wide x 100' x 8"	CY	\$40	\$800	\$32,000
Misc. Site Improvement (Allowance)	LS	\$1	\$20,000	\$20,000
			<b>Subtotal</b>	<b>\$724,500</b>

*CY = Cubic Yard, , SY = Sq. Yard, SF = Sq. ft., CF = Cubic ft., LF = Linear ft.*

Total Construction Costs				\$724,500
General Condition	15.0%			\$108,675
Contractor's fee	7.0%			\$50,715
Insurance	1.0%			\$7,245
Bond	0.0%			\$0
Contingency	20.0%			\$144,900
			<b>Subtotal</b>	<b>\$1,036,035</b>
Indirect Cost (permits, design, testing/inspection, soil reports, surveys, construction management, legal fee, etc.)	20.0%			\$207,207
		<b>TOTAL</b>		<b>\$1,243,242</b>



## Appendix E - Rough Order of Magnitude Cost Estimate for Recycling Depot



<b>Crook County SWMP Update - CIP projects</b>				
<b>Phase 2 Only - Recycling Depot at Landfill</b>				
<b>Planning ROM Construction Cost Estimates, per AACE Class 5 Definition</b>				
1.07.2025 (revised)				
<b>Disclaimers and Assumptions:</b>				
1. The ROM was developed based on AACE Class 5 definition.				
2. The ROM was developed based on 0% level of design effort.				
3.The numbers should be used for long-turn capital planning purposes only.				
4. Due to the current volatile bidding environment and market trends, JRMA cannot guarantee the accuracy of our ROM cost estimates. However, the expected accuracy range for the ROM cost estimate will be +200% to - 100% which will be based on information gathered from our recent projects and the data from the 2023 edition of RSMMeans.				
5.The ROM cost estimate excludes any environmental remediations and any geotechnical remediation/site improvements related activities.				
	<b>Unit</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Subtotal</b>
Mobilization and Demobilization	LS	1	\$40,000	\$40,000
Clear and Grub	LS	1	\$15,000	\$15,000
Demo Site (allowance)	LS	1	\$8,000	\$8,000
Excavation	CY	4,500	\$15	\$67,500
Fill	CY	4,200	\$15	\$63,000
Compacted Grave (Lower Area)	SY	2,500	\$20	\$50,000
Compacted gravel (HHW)	SY	3,000	\$20	\$60,000
Asphalt Paving (Bulky)	SY	2,800	\$30	\$84,000
Compacted Gravel (Recycling)	SY	2,800	\$20	\$56,000
Other Asphalt Paving (Allowance)	SY	1,000	\$ 30	\$30,000
Site Retaining Wall 4' high	LF	1,000	\$300	\$300,000
Z-wall 8' high	LF	350	\$800	\$280,000
Stormwater Treatment (Allowance)	AC	2	\$120,000	\$240,000
Hydroseeding (allowance)	LS	1	\$3,000	\$3,000
Signage (allowance)	Each	20	\$250	\$5,000
Striping (Allowance)	LS	1	\$10,000	\$10,000
Pay Booth + Foundation	LS	1	\$50,000	\$50,000
Misc. Site Concrete/apron (Allowance)	CY	80	\$800	\$64,000
Misc. Site Improvement (Allowance)	LS	1	\$30,000	\$30,000
			<b>Subtotal</b>	<b>\$1,455,500</b>
<i>CY = Cubic Yard, , SY = Sq. Yard, SF = Sq. ft, CF = Cubic ft, LF = Linear ft.</i>				
Total Construction Costs				\$1,455,500
General Condition	15.0%			\$218,325
Contractor's fee	7.0%			\$101,885
Insurance	1.0%			\$14,555
Bond	0.0%			\$0
Contingency	20.0%			\$291,100
			<b>Subtotal</b>	<b>\$2,081,365</b>
Indirect Cost (permits, design, testing/inspection, soil reports, surveys, etc.)	20.0%			\$416,273
		<b>TOTAL</b>		<b>\$2,497,638</b>



## Appendix F – Crook County Funding Reserves Background Memo



## Crook County Funding Reserves

The **Government Finance Officers Association** (GFOA.org) represents public finance officials throughout the United States and Canada. The association's more than 20,000 members are federal, state/provincial, and local finance officials involved in planning, financing, and implementing governmental operations in each jurisdiction. The following are recommendations from the GFOA regarding funding.

There are two primary types of reserves: insurance and savings.

**Insurance:** Addresses the reserve's role in guarding against risks like revenue instability, catastrophic events, and cash flow instability.

**Savings:** Addresses a reserve's role in accumulating cash to pay for future costs that are not affordable within a single year's revenue. Capital assets are examples of such a cost.

GFOA's Fund Balance Guidelines for the General Fund best practice recommends that—at a minimum—general-purpose governments, regardless of size, maintain unrestricted budgetary fund balance in their general fund of no less than two months (17% of annual fund expenditures) of regular general fund operating revenues or regular general fund operating expenditures.

However, the GFOA recommends maintaining a target working capital balance based on the cash cycle<sup>5</sup> (incoming revenues and outgoing expenditures), service demand, control over rates, and management control. From 2010 to 2018, Portland Metro established fees at its transfer stations to maintain a 14% fund balance. While Metro's 14% balance seems low, other considerations, such as ancillary sources of available revenue such as equipment and stabilization reserves, loans from other funds, and borrowing capacity were weighted to calculate the 14% level.

## Funds for Multi-Year Capital Planning

GFOA recommends that state and local governments prepare and adopt comprehensive, fiscally sustainable, and multi-year capital plans to ensure effective management of capital assets. A prudent multi-year capital plan identifies and prioritizes expected needs based on a strategic plan, establishes project scope and cost, details estimated amounts of funding from various sources, and projects future operating and maintenance costs. A capital plan should cover five to 25 years or more<sup>6</sup>.

The GFOA recommends the following steps to establish a capital replacement reserve.

1. Identify the Assets / Equipment Needs
2. Determine the Financial Impacts – Estimate the future cost of the equipment/assets.
3. Prioritize the Capital Requests – Determine the year of replacement and amount to assess.
4. Develop a Comprehensive Financial Plan

The Figure on the following page is an example of an equipment replacement schedule for the Crook County Landfill.

---

<sup>5</sup> <https://www.gfoa.org/materials/working-capital-targets-for-enterprise-funds>

<sup>6</sup> <https://www.gfoa.org/materials/multi-year-capital-planning>





- The Landfill Equipment Replacement Schedule calculates the future cost of the assets by compounding the price paid for the current asset by an escalation factor (5% for this table).
- The Total Cost of Assets is the expected amount that will be expended to purchase the assets scheduled for replacement.
- Incoming Waste Tons that generate revenue are estimated for the respective years.
- The Cost per Ton is the additional amount added to the disposal fee to pay for equipment replacement annually. Over the ten-year schedule, the average cost per ton for equipment replacement is \$1.13.

Many jurisdictions segregate the amounts assessed for capital replacement in a separate fund as an encumbrance to ensure adequate reserves prior to purchasing the equipment.

### **Comparable Jurisdictions**

The following jurisdictions utilize a multi-year approach to capital planning.

#### **Oregon**

1. Deschutes County (Knott Landfill)
2. Portland Metro (St. Johns Landfill (closed) and Transfer Stations Repair and Replacement)
3. Lane County (Short Mountain Landfill)

#### **Washington**

1. King County (Cedar Hills Landfill / Multiple Transfer Stations)
2. Pierce County (LRI Landfill)
3. City of Richland (Richland Landfill)

#### **Other Jurisdictions**

1. South Bayside Waste Management Authority in San Carlos, California (Transfer Stations and Material Recovery Facilities)
2. Ada County, Idaho (Ada County Landfill)
3. City of Laramie, Wyoming (Landfill and Collection Operations)

## AGENDA ITEM REQUEST



**Date:**

*May 14, 2025*

**Meeting date desired:**

*May 21, 2025*

**Subject:**

*Ordinance 346 – Adding a New 3C Aggregate Site to the Comprehensive Plan*

**Background and policy implications:**

*Following the recommendation from the Planning Commission, the Board of Commissioners had three public hearings on this ordinance and then met for deliberations only. This ordinance enacts the Board's final decision, adding a 4.9-acre site, described as a portion of T 16 S., R 16 E. W.M., Section 12, Tax Lot 500 to the Goal 5 Inventory as a significant aggregate resource site and incorporating the attached Program to Achieve.*

**Budget/fiscal impacts:**

*N/A*

**Requested by:**

*John Eisler; Community Development  
John.Eisler@CrookCountyOR.gov  
541-447-3211*

**Presenters:**

*n/a*

**BEFORE THE BOARD OF COMMISSIONERS OF  
CROOK COUNTY, OREGON**

**AN ORDINANCE AMENDING THE  
CROOK COUNTY COMPREHENSIVE  
PLAN GOAL 5 INVENTORY BY  
INCLUDING A NEW 3C AGGREGATE  
SITE AND ADOPTING A SITE  
SPECIFIC ENVIRONMENTAL SOCIAL  
ECONOMIC AND ENERGY (ESEE)  
ANALYSIS AND PROGRAM TO  
ACHIEVE GOAL 5 FOR THE  
AGGREGATE SITE AND DECLARING  
AN EMERGENCY.**

**ORDINANCE No. 346**

**WHEREAS**, the Crook County Planning Commission has recommended that the Crook County Comprehensive Plan be amended to include the subject property as a new aggregate site and adopt a site specific ESEE analysis and Program to Achieve Goal 5 for the aggregate site, and

**WHEREAS**, the comprehensive plan amendment is authorized by Crook County Code Title 18, Chapter 18.168, and the Comprehensive Plan of Crook County; and

**NOW, THEREFORE**, this \_\_\_\_ day of \_\_\_\_\_, 2025, the Crook County Board of Commissioners ordains as follows:

**SECTION 1: Amendment.** Ordinance 17 (the Crook County Comprehensive Plan) is amended to add the approximately 4.9-acre site, described as a portion of T 16 S., R 16 E. W.M., Section 12, Tax Lot 500 to the Goal 5 Inventory as a significant aggregate resource site and to adopt the ESEE analysis and Program to Achieve Goal 5 as a text amendment to place the subject site on the inventory of significant sites as a 3C site, which shall be conserved and protected for mining.

**SECTION 2: Findings.** The Board of County Commissioners adopts the findings provided in the recommendation from the Crook County Planning Commission with minor modifications as described in the Decision (Attachment A), which includes an ESEE Analysis and Program to Achieve Goal 5, as its findings in support of its Decision.

**SECTION 3: Emergency.** The Ordinance being necessary for the health, welfare, and safety of the people of Crook County, an emergency is hereby declared to exist, and this Ordinance shall become effective upon signing.

First Reading:                    October 16, 2024

Second Reading:                November 6, 2024

Third Reading:                 April 8, 2025

DATED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Brian Barney  
County Commissioner

\_\_\_\_\_  
Susan Hermreck  
County Commissioner

\_\_\_\_\_  
Seth Crawford  
County Commissioner

# Attachment A



## Crook County Community Development Planning Division

300 NE 3<sup>rd</sup> Street, Room 12, Prineville Oregon 97754  
541-447-3211

[plan@crookcountyor.gov](mailto:plan@crookcountyor.gov)  
[www.co.crook.or.us](http://www.co.crook.or.us)

### CROOK COUNTY BOARD OF COMMISSIONERS DECISION COMPREHENSIVE PLAN AMENDMENT 217-24-000070-PLNG

#### I. INTRODUCTION

**Date:** May 5, 2025

**Applicant:** Greenbar Excavation, LLC  
PO Box 7  
Prineville, OR 97754

**Agent/Attorney:** Lisa Andrach  
Fitch and Neary, P.C  
210 SW 5<sup>th</sup> St., Suite 2  
Redmond, OR 97756

**Property:** Tax Lot: 1616120000500

#### II. PROPOSAL

The Applicant proposes to amend the Crook County Comprehensive Plan to add approximately 226,000 cubic volume of basalt aggregate located on a 4.9-acre site identified as Tax Lot No. 1616120000500 to Crook County's inventory of Significant Mineral and Aggregate Sites ("Aggregate Inventory"). The request is a modification of an existing site already listed in the County's Aggregate Inventory, the Bartels Site.

#### III. PROCEDURAL STATUS

The Applicant applied for this comprehensive plan amendment on April 09, 2024. The application was deemed complete on May 09, 2024. The Planning Commission is tasked with making a recommendation to the Board of County Commissioners, which is the final decision maker.

The required Post Acknowledgement Plan Amendment notice was sent to the Department of Land Conservation and Development on June 12, 2024 (DLCD File No. 002-24). Newspaper notice of the first evidentiary hearing was published in the Central Oregonian on July 2, 2024. Neighbor notice of the first evidentiary hearing was mailed on July 3, 2024.

There was an initial evidentiary public hearing on July 24, 2024. The record was left open for additional written testimony. The open record period closed on July 31, 2024. The rebuttal period closed on August 7, 2024. Final argument from the Applicant was due August 14, 2024. The Planning Commission held a second hearing on August 28, 2024, for the purpose of deliberations only. The Planning Commission voted in favor of recommending approval to the Board of County Commissioners, with a site specific ESEE Analysis and Program to achieve in the document dated September 11, 2024.

Notice of two public hearings before the Board of County Commissioners, October 16, 2024, and November 6, 2024, was posted in the Central Oregonian October 1, 2024. Notice of the two hearings to Parties and Neighbors were mailed October 3, 2024. The Board of County Commissioners held two public hearings on October 16, 2024, and November 6, 2024. The Board unanimously voted to add the site to the Aggregate Inventory as a 3C site and adopt the recommendation from the Planning Commission with additional findings and recommendations to the ESEE Analysis and Program to Achieve as laid out in this document.

The Applicant submitted a Request for Reconsideration on February 6, 2025 (Ex. 51), stating that there was a misunderstanding regarding the setback agreed to during the Board of Commissioners' final meeting. The Board of Commissioners considered Applicant's request at a March 12, 2025 Work Session and moved to withdraw the final motion on Ordinance 346, Application No. 217-24-000070-PLNG, made November 6, 2024, and to reopen the record for a third public hearing to accept new evidence on the limited issue of "the setback for the mining operation to the dwelling on taxlot 501/lot 14 of the Cimarron Hills subdivision owned by Carter" on April 8, 2025 at 1 p.m.

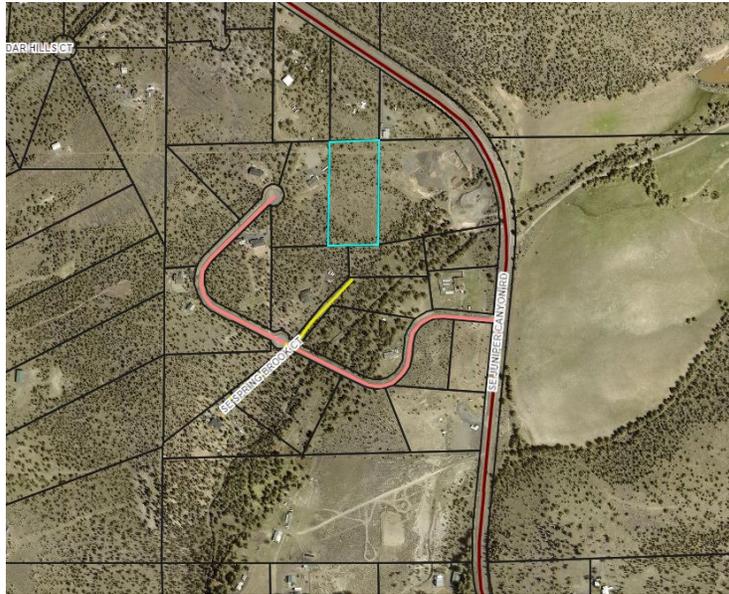
Notice of the third public hearing, for April 8, 2025, was posted in the Central Oregonian on March 18, 2024. Notice of the hearing was mailed to Parties and Neighbors on March 19, 2025. At the April 8, 2025 hearing, the parties presented evidence and testimony before the Applicant requested to keep the record open. The Board of Commissioners approved the request and set a public meeting for deliberations at a time and date certain: May 6, 2025 at noon. The Board of Commissioners then convened on May 6, 2025, and deliberated following a presentation from Staff before rendering their decision.

#### **IV. BASIC FINDINGS**

##### **A. Location**

The subject property is approximately 7 miles south of the City of Prineville on Juniper Canyon Road, adjacent to an active aggregate quarry located at 1616120000400. The subject property has not been assigned an address. It is identified on the County Assessor's maps as 1616120000500. Figure 1 is a vicinity map depicting the subject property. The entirety of the property is proposed to be added to the Aggregate Inventory.

**Figure 1**



Property Lines are Approximate

### B. Zoning and Overlays

The subject property is zoned Recreation Residential Mobile Zone (RR(M)-5) and is designated as Recreation Residential in the County’s Comprehensive Plan. The subject property is in general deer winter range, but not located within sage grouse, critical deer winter range, antelope, or elk habitat. There are no floodplains mapped on the property.

### C. Site Characteristics

The subject property is listed as 4.9 acres with the Crook County Assessor’s records and is directly west of the existing 10.01-acre Bartels Site. There are no dwellings or other structures on the property. The property is not in farm use and not within an irrigation district. The applicant describes the property as having a gentle to moderately sloping terrain that is covered in native grasses, brush and trees.

### D. Surrounding Area

The area surrounding the subject property is depicted on Figure 2 (below)<sup>1</sup>. The figure depicts the Mining Area, a 1,500-foot impact area, and the approximate locations of dwellings based on address data points. All properties within the impact area are zoned RR(M)-5. There are fifteen (15) dwellings within the 1,500-foot impact area.

Figure 2

<sup>1</sup> Figure 2 was prepared by Crook County GIS.



Map Tax Lot	Owner	Property Class Description	Acres	Existing Dwelling	Approximate Distance From Site
1616120000409	BARTELS RICHARD W TRUSTEE	Commercial Improved	5.01	Yes	1159.57
1616010000100	LYSTER LAND & LIVESTOCK LLC	Farm Non-EFU Unimproved	394	No	
1616120001200	LYSTER LAND & LIVESTOCK LLC	Farm Non-EFU Unimproved	157.3	No	
1616010000105	LYSTER LAND & LIVESTOCK LLC	Farm Non-EFU Unimproved	193.9		
1616120000501	CARTER ROBBY D & BRENDA L	Residential Improved	4.89	Yes	122.27
1616110002000	HAMILTON BLAKE L & KRISTINE A	Residential Improved	13.67	Yes	2543.34
1616120000404	SCHMIDLIN ADAM ANTHONY & SHAUNA	Residential Improved	5	Yes	289.28
1616110002500	WIEGELE ROBERT C & PETERSON PATRICIA L	Residential Improved	5.96	Yes	1756.67
1616120000411	GRIFFIN ROBERT JAMES & FAWN	Residential Improved	2.62	Yes	562.28
1616120000502	KRAU ANTHONY AUKAHI & MICHELLE MALANI	Residential Improved	4.94	Yes	438.01
1616020007900	WATSON GARY & DONNA J	Residential Improved	5.23	Yes	1605.54
1616110002600	JOHNS STANLEY	Residential Improved	9.53	Yes	1570.92
1616120000406	HOLMES JASON	Residential Improved	4.99	Yes	1370.24
1616120000403	GILBERT SCOTT E	Residential Improved	5.01	Yes	661.28
1616110001800	TERPENING LOYD M & DIANE M	Residential Improved	12.69	Yes	2477.98
1616120000504	TILLERY TIMOTHY M & LISA O	Residential Improved	4.77	Yes	507.39

1616110001900	ARNOLD JAMES II	Residential Improved	13.67	Yes	2570.53
1616110001700	BRYANT STEVEN G AND BRYANT MARY B	Residential Improved	14.36	Yes	2557.33
1616120000505	MYERS FAMILY REVOCABLE LIVING TRUST	Residential Improved	4.77	Yes	981.50
1616110002100	NELSON TRAVIS P & JOY S	Residential Improved	13.68	Yes	2679.09
1616120000401	BARTELS RICHARD W TRUSTEE	Residential Unimproved	2.64	No	
1616120000412	PEDERSEN RITA L TRUSTEE	Residential Unimproved	2.5	No	
1616120000500	GREENBAR EXCAVATION LLC	Residential Unimproved	4.85	No	
1616120000413	JACOBSON JOHN EDWARDS & JENSEN JOY ANN	Residential Unimproved	3.51	No	
1616120000407	ROSA KEVIN J & DANA L	Residential Unimproved	5.53	No	
1616120000408	PRICE CLIFF & PRESCH SABINE	Residential Unimproved	5.01	No	
1616120000402	BARTELS RICHARD W TRUSTEE	Residential Unimproved	2.51	No	
1616120000405	GREENLEY BRANDON R & JENINE E TRUSTEES	Residential Unimproved	4.96	No	
1616120000410	BARTELS RICHARD W TRUSTEE	Residential Unimproved	2.5	No	
1616120000503	DURKEE JARED NATHANIEL & EWING-DURKEE CA	Residential Unimproved	4.88	No	
1616010000500	ADAMS JENNIFER	Tract Land Improved	3.31	Yes	60.01
1616120000600	TILLIA CHRISTOPHER JAMES & VALERIE ANNE	Tract Land Improved	31.65	Yes	1888.79
1616010000200	ADAMS CLIFFORD T	Tract Land Improved	8.29	Yes	1101.80
1616010000300	KISER CLIFFORD	Tract Land Manufactured Structure	6.63	Yes	483.24

1616010000400	ADKINS BRANDON	Tract Land Manufactured Structure	4	Yes	254.02
1616010000103	BELCASTER ANGELA MARIE	Tract Land Unimproved	10.61	Yes	736.81
1616010000101	BELCASTER ANGELA MARIE	Tract Land Unimproved	2.01	No	
1616120000400	GREENBAR EXCAVATION LLC	Tract Land Unimproved	9.99	Yes	276.67
1616010000102	BELCASTER ANGELA MARIE	Tract Land Unimproved	5.16	No	

**E. Access**

The Subject Property has access via a 50-foot access and public utility easement from Riverdance Road as shown on the recorded plat for Cimarron Hills subdivision Phase 2 (MF2007-219604), also recorded in a written easement (MF2007-219777). The applicant has stated in their Burden of Proof that they intend to consolidate the existing aggregate pit site and the subject lot upon approval. The existing aggregate site has access via Juniper Canyon Rd.

**F. Other Information**

There are no mapped natural hazards on the subject property. The property is not in a mapped special flood hazard area.

**G. Public Comment**

Prior to the staff report dated July 17, 2024, ten (10) exhibits were submitted with a total of seventeen (17) people in opposition. The most common concerns reported were contradictions with the Covenants, Conditions, & Restrictions of Cimarron Hills Subdivision; noise, dust, potential water contamination, air pollution, quality of life for the surrounding neighbors, and past issues with blasting and lack of notice. Other concerns brought up included concern that owners bought nearby properties or homes under the assumption the existing Bartels Site was nearing the end and would enter reclamation, lessening the concern for potential well water quantity issues, well and structural integrity issues of nearby buildings from blasting, property values, view impediments, habitat and wildlife impacts, and traffic.

Prior to the hearing, the Applicant submitted additional information (Exs. 18 and 23) regarding the proposed site being a significant resource based on location, quantity and quality. The Applicant noted the CC&Rs do not apply to Lot 15 and further noted that Lot 15 (the subject property) can be developed for residential use after reclamation.

Also, just prior to the hearing, written testimony was submitted by several folks in opposition. The stated concerns include the safety of the Applicant’s access to Juniper Canyon, impact to traffic, impact from blasting including shaking and vibration that may damage structures, and negative impact to property values.

Additional comments were submitted that reiterate concern about dust, suggesting the impact area needed to be larger, statements that blasting was damaging homes, and express concern about damage to wells. They also expressed concern about impact to livestock, contamination of the nearby creek from dust, potential violations of the existing land use permit from the County and violations of the operating permit from DOGAMI.

At the public hearing and during the open record period, many of the same concerns described above were restated. Per Planning Commission request, during the open record period, staff submitted emails from County Code Compliance Officer Louis Seals and DOGAMI. Mr. Seals noted that the County had not received any calls or written complaints regarding the existing pit since 2020. DOGAMI noted it had no active complaints.

Additional argument was received during the open record period that included further explanation that not all property owners are subject to the Waiver of Remonstrance recorded on certain lots within Cimmaron Hills, that all of the processed aggregate does not stay in Crook County, and inconsistent information regarding the number of truck trips from the site.

During the open record period, the Applicant submitted information regarding the Title Report for Lot 15, waiver of remonstrance, and the benefit of the resource to the area.

Subsequently, during the rebuttal period, information from opponents relating to wildlife, Lot 15 being advertised as a view lot, concern about how the original Bartels site was permitted, and information regarding other nearby aggregate pits was received.

The Applicant submitted information indicating the process of transferring the permit from the prior to operator to Greenbar (the Applicant) with DOGAMI has been initiated, noting limits for truck trips per the approval for the existing site, and discussing dust abatement efforts and wildlife protection.

In their final argument, the Applicant contends that evidence regarding other aggregate sites is not evidence that can be used to find a site is not significant and that opposition complaints are not enough to tip the scale to find that non-resource uses (residential uses) must be protected at the expense of the aggregate resource.

At the first hearing held by the Board of County Commissioners, testimony included concerns of potential water contamination, potential damage to private wells during blasting and operations, additional property damage, setbacks, wildlife, the lack of response from current and former mine operators, and fugitive dust.

The Applicant testified that they are requesting the site to be added to the inventory as a 3C site, meaning a balancing of the resource and surrounding uses. They reminded everyone that the current hearing is only for the comprehensive plan amendment at this time, they have not yet applied for a conditional use. They also spoke to the mailing lists for blasting, noting that many of the homes were built after the existence of the existing pit site. The Applicant stated that the plan is to only excavate to 60-feet deep, blasting will be done by a licensed blaster, any issues resulting from blasting should be addressed with the blaster, the typical crushing times will be abided by, and confirmed expansion will not go any closer to the nearest home.

Commissioners directed Staff to research and address specific questions between the two hearings. To address the Commissioners' questions, Staff reached out to various agencies and submitted a memo into the record on November 6, 2024. Staff inquired with DOGAMI for a copy of the reclamation

obligations and was instructed to submit a public records request, which was not responded to prior to submitting the memo or prior to the second hearing. To address blasting requirements, Staff submitted with the memo an email response from Vaughn Balzer of DOGAMI, with two attachments: Explosive Materials Code and an example from Linn County. Staff consulted with Oregon Water Resources Department and spoke with Joseph Kemper, Hydrogeologist. Mr. Kemper did not identify the individual well types within the area. He stated that the construction method of a well is determined in part from the soil type and depth when they are drilled. Staff asked if the geomorphology of the soil type would be an indicator of rock fissure. Mr. Kemper explained that the individual well logs do show the ground composition and the depth of static water level which could be an indicator if the well was located in a rockier soil type. Staff asked if there was any information they could provide concerning the seismic effects on wells. Mr. Kemper said he would check with the well inspectors and send information along. Attachment 2 of the memo is email correspondence with Mr. Kemper and two resources for the Commissioners to review that were sent as result of Staff's conversation. Lastly, Staff determined that yes, if the Board determines the site should be added to the Goal 5 inventory as a 3C site, the impacts of the resource use and neighboring uses should be balanced. The setbacks can be increased if the even-handed ESEE analysis justifies it, and the setbacks are identified in the Program to Achieve.

The second hearing included testimony from the Applicant addressing setbacks and blasting safeguards. Jeb Abbas, a professional well driller, spoke on behalf of the Applicant regarding well type and depths within the area and how blasting should not impact the wells.

The record was supplemented on the limited issue of the setback of the operation on the subject property to taxlot 501/lot 14 of the Cimarron Hills subdivision owned by Carter through exhibits 53-62 and testimony provided at the April 8, 2025 public hearing. Exhibit 53 includes an email and video from Rob Carter 500 feet from a drilling machine at the existing site. Exhibit 54 is an email from Rob Carter asking about liability from a child or pet falling off of the site's cliff edge. Exhibit 55 is an email from Rob Carter with a quote of the Board's initial decision listing the setback to his dwelling at 200 feet. Exhibit 56 is an email from Rob Carter with pictures showing the location of his shop being even closer to the subject property than his dwelling. Exhibit 57 is an email from Rob Carter quoting from two studies addressing impacts to property values surrounding a quarry. Exhibit 58 is an email from Rob Carter with two videos showing drilling 150 feet from Jennifer Adams's porch. Exhibit 59 is an email from Rob Carter discussing the specific effect of the quarry on neighboring property values. Exhibit 60 is an email from Rob Carter citing CCC 18.144.060 and stating 100-foot setbacks from the property lines should be the bare minimum with no conflicting uses. Exhibit 61 is Applicant's Open Record Period 1 submittal and provides arguments relating to the value of aggregate at stake and citing to CCC 18.144.060. Exhibit 62 is Applicant's Open Record Period Round 2 submittal, addressing arguments concerning property values and interpretation of CCC 18.144.060.

The April 8 public hearing included testimony from the Applicant and their attorney, Brenda Carter, and Rob Carter. The Applicant and their attorney provided testimony regarding the value of the aggregate, the lack of aesthetic impacts, and the balancing required of a 3C site. Brenda Carter testified that even with their doors and windows closed, the drilling is very disruptive, and she wonders what it will be like when the operator moves into the next lot (the subject property). She requested the 200-foot setback to the dwelling remain. Rob Carter testified that the code requires a 100-foot setback from the property line and raised the issue of dust impacting the work he does in his shop, which is closer to the property line than his dwelling.

The record, including the application and materials, are being reviewed against the applicable County and State criteria. Any private CC&Rs or other recorded items are a civil matter. Many of the concerns raised by the public can be addressed in Step Four of the below process with the Program to Achieve.

## **V. CRITERIA AND ANALYSIS**

### **A. Character of the Request**

Applicant's comprehensive plan amendment request is characterized as a Post-Acknowledgment Plan Amendment ("PAPA") to the Crook County Comprehensive Plan. Applicant requests that the Board of County Commissioners add the mining area to the Aggregate Inventory. Before the County may issue a conditional use permit to authorize operating a mine on the subject property, the PAPA must be approved, and the site added to the Aggregate Inventory (see CCC 18.144.040). Applicant is not requesting conditional use approval at this time.

### **B. Applicable Approval Criteria**

- **Oregon Administrative Rules (OAR) Chapter 660, Division 16<sup>2</sup>**
- **Crook County Comprehensive Plan. Ordinance No. 55, Comprehensive Plan Mineral and Aggregate Policies**
- **Ordinance No. 43, Crook County Goal 5 Resources (Mineral and Aggregate Elements) (to the extent consistent with Ord. 51 and Ord. 55).**

These plan policies provide a framework for County decisions regarding mineral and aggregate sites. In prior aggregate proceedings, County Counsel has recommended the following order for reference while reviewing the current application:

- (1) OAR 660-016 ("the old rule")
- (2) Ordinance 51/55

---

<sup>2</sup> Many jurisdictions now apply Division 23 (the "new" Goal 5 rule) to implement their Goal 5 program. However, Crook County continues to apply Division 16, as permitted by OAR 660-023-0180(9):

(9) Local governments shall amend the comprehensive plan and land use regulations to include procedures and requirements consistent with this rule for consideration of PAPAs (post-acknowledgment plan amendments) concerning aggregate resources. Until such local regulations are adopted, the procedures and requirements of this rule shall be directly applied to local government consideration of a PAPA concerning mining authorization, unless the local plan contains specific criteria regarding the consideration of a PAPA proposing to add a site to the list of significant aggregate sites, provided:

- (a) Such regulations were acknowledged subsequent to 1989; and,
- (b) Such regulations shall be amended to conform to the requirements of this rule at the next scheduled periodic review after September 1, 1996, except as provided under OAR 660-23-0250(7).

Crook County Ordinance 51, a comprehensive plan amendment including provisions governing the County's compliance with Goal 5, was adopted and acknowledged by the Oregon Land Conservation and Development Commission in 1991. It was amended by Ordinance 55 in 1992. Crook County has not since entered periodic review. Therefore, the County's consideration of a PAPA to add the subject property to the County's Inventory is not subject to the OAR 660, Division 23. The provisions of OAR 660, Division 16 continue to apply.

- (3) Ordinance 43.
- (4) OAR 660-023 (“the new rule”) should be considered only if the other policies provide no guidance and the guidance in OAR 660-023 is consistent with OAR 660-016 and County plan policies.

### C. Summary of Decision-Making Process

As established in prior aggregate proceedings, the decision-making process is as follows when deciding whether to add a site to the Aggregate Inventory:

- Step One: Determine Whether the Resource Site is Significant
- Step Two: Identify Conflicts
- Step Three: Analyze Economic, Social, Environmental and Energy (ESEE) Consequences
- Step Four: Develop a Program to Achieve Goal 5

The below findings of fact are presented step-by-step, as outlined above.

#### **STEP ONE (DETERMINE IF SITE IS SIGNIFICANT)**

##### **OAR 660-016-0000(2):**

***A “valid” inventory of a Goal 5 resource under subsection (5)(c) of this rule must include a determination of the location, quality, and quantity of each of the resource sites. Some Goal 5 resources (e.g., natural areas, historic sites, mineral and aggregate sites, scenic waterways) are more site-specific than others (e.g., groundwater, energy sources). For site-specific resources, determination of location must include a description or map of the boundaries of the resource site and of the impact area to be affected, if different. For non-site-specific resources, determination must be as specific as possible.***

Ordinance 43 includes specific policies to establish the location, quality and quantity of mineral and aggregate resources. These policies are consistent with OAR 660-016-0000(2).

##### **Location -**

Ordinance 43 identifies information that provides supporting evidence of the location of a resource site. The location is determined by the best information available to Crook County at the time of the determination. Ordinance 43 requires the information to include at least:

- (a) A legal description of the site;
- (b) The highway/mile post designation (if available)
- (c) A description of the impact area (if different); and
- (d) A map of the boundaries of the resource site and the impact area to be affected (if different).

**Finding:** The request before the County is for a site-specific resource, thus the determination of location must include description or map of the boundaries of the resource site and of the impact area to be affected. The Applicant included in the application materials, a legal description of the site (Applicant’s Exhibit. 5), a map depicting the resource site and a 1,500-foot impact area (See Applicant’s Exhibit 3 and 4). Per Applicant, the mining area is located approximately seven miles south of the City of Prineville on SE Juniper Canyon Rd., adjacent to the existing site. The applicant has stated that as the property is

landlocked, they propose to consolidate it with the existing aggregate site after an approval. The existing site has direct access to Juniper Canyon Road.

Ordinance 43 defines “impact area” as the area surrounding a Goal 5 mineral and aggregate resource site in which the presence or application for a conflicting use in the surrounding zone would adversely impact the resource site by limiting the mining or processing of the resource. The Ordinance goes on to state, “[u]nless otherwise indicated in the text of this Plan or on the respective resource site and impact area map, the impact area is that property extending outward from the resource site boundary to a distance of five hundred (500 feet).”

However, the Applicant has indicated a 1,500-foot Impact Area (Applicant’s Exhibit 4) and submitted Ordinance No. 179, Amendment to Appendix A, Crook County Goal 5 Mineral & Aggregate Elements, for the adjacent lot 1616120000400 owned by the applicant, (Applicant’s Exhibit 17) where the County Court (former name of the Board of County Commissioners) adopted the impact area to be 1,500 feet. Exhibit A – ESEE Findings states:

*“The applicant identified a 1500 foot area surrounding the resource site as the Impact Area. The applicant submitted evidence that the 1500 foot area is standard under current Division 23 Rules of the Department of Environmental Quality and that moving for a consistent standard would serve the public interest, unless compelling circumstances (such as protection of another Goal 5 Resource, such as scenic value) are implicated. The applicant further submitted evidence that given the current configuration of the resource site the parties most likely to be affected would those within the 1500 foot area (due in part to the existing excavated nature of the resource area) especially with respect to noise and dust impacts. The County Road which bisects the proposed Impact Area and which would provide access point to the aggregate operation is the most significant portion of that roadway in terms of impact.*

*[...] Based upon its review of these sources of information, the Court found and confirms, its decision to utilize a 1500 foot Impact Area. The Cou[r]t finds that existing screening vegetation, the topography of the land and need to set a standard that remains consistent with State standards, in the absence of compelling reasons to deviate from the standard, all militate in favor of the 1500 measure. The allowance of an aggregate mining and processing facility is specifically allowed as a conditional use in the RR(M)-5 zone and there must be a balance between those more distant property owners and those more likely (by virtue of greater proximity) to be adversely affected by the use. The Court has earlier determined that the County is not bound by the 500 foot distance contained in obsolescent law and finds the greater distance (2500 feet or greater) is not justified.”*

Although Ordinance 43 refers to a 500-foot impact area in most instances, given the nearby residential use and a prior finding in Ordinance 179 that 1,500 feet is appropriate in this circumstance, the Planning Commission recommends a 1,500-foot impact area. Moreover, the evidence in the record provides substantial evidence as to the location of the proposed expansion site. This standard is met.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission’s findings as their own.

Quality -

ORAR Chapter 660 Division 16 does not include standards specifying the minimum quality and quantity of an aggregate resource that constitutes a significant resource. Rather, it describes quality in terms of the site's relative value compared to other examples of the same resources found in the jurisdiction.

**ORAR 660-016-0000(3):**

***The determination of quality requires some consideration of the resource site's relative value, as compared to other examples of the same resource in at least the jurisdiction itself. A determination of quantity requires consideration of the relative abundance of the resource (of any given quality). The level of detail that is provided will depend on how much information is available or "obtainable."***

Ordinance 43 directs the County to consider the following when evaluating the quality of mineral and aggregate resources:

- (1) All available information concerning test results;
- (2) The resource site's relative value as compared to other examples of the same resource existing in at least Crook County.<sup>3</sup>

Ordinance 43 includes a process to assign a relative value to mineral and aggregate resources:

1 = resource material meeting at least the following ODOT specifications:

- (a) Resistance to abrasion
- (b) Sodium sulphate soundness
- (c) Air degradation

2 = resource material not meeting the rank of 1, but is such quality that it is used for roads;

3 = resource material that is used for roads and fill; and

4 = resource material that is used only for fill.

Ordinance 43 states that the determination of quality on each resource site is based on the best information available to Crook County at the time of the determination.

**Finding:** The Applicant has provided information about the mineral resource available at the Mining Area (see Applicant's Exhibits 7-12). The mineral resource was tested for quality relative to Oregon Department of Transportation (ODOT) specifications as part of the laboratory testing that Watkins Testing & Inspection (WTI) conducted on the 3/4" Base aggregate produced at the site. The Report describes sample collection and testing then concludes that the aggregate resource on the subject property meets ODOT specifications for resistance to abrasion, sodium sulfate soundness and air degradation. The Report was based on eleven (11) borehole samples collected at the site up to 46 feet deep (see Applicant's Exhibit 13).

---

<sup>3</sup> Ordinance 43 states that "All sand has potential value and has not been given a ranking value."

As stated in the Burden of Proof and shown on the Topographic Survey and Volumetric Analysis submitted by the Applicant (Applicant's exhibit 7), the property contains approximately 226,000 cubic yards of aggregate material.

Specifically:

*"Per OAR 660-23-180 samples of aggregate material were tested and exceed Oregon Department of Transportation specifications for 3/4" Base Aggregate. (Exhibit 8) The laboratory testing and results are included as Exhibits 7-12. The analysis estimated that the additional area of the site would yield approximately 226,000 cubic yards of aggregate material. (Exhibit 7) A conversion factor of 1.9 tons per cubic yard indicates that on the order of 429,400 tons of aggregate is available. The laboratory testing indicates that the aggregate exceeds ODOT's specifications for base rock. (Exhibits 8-12) The basalt is the same as that which is actively mined at the Bartels Site and is considered high quality aggregate because it is hard and dense compared to much of the rock of Central Oregon. The County established the Bartel Site as a 1-C resource, and added it to the County's Mineral and Aggregate Inventory (Ordinance 172 and 179 (Exhibits 16 and 17)), the volume of aggregate located in the adjacent resource site is equally as important and significant and should be included in the county's inventory of Goal 5 resources. The quality and quantity test results for the Bartels Site that the County relied upon are Exhibit 15."*

OAR 660-016-0000(3) notes that determination of quality also requires some consideration of the resource site's relative value, as compared to other examples of the same resource in at least the jurisdiction itself. This is consistent with the County's plan policy adopted as Ordinance 43. Because material from the subject property meets the specified ODOT standards, the quality of materials from the site has a relative value of "1" using the ranking system in Ordinance 43.

Several other sand and gravel sites were included in the County's original inventory of aggregate resources in Ordinance 43. Although testing information was not generally available, most sites were ranked as "2" with material being sufficient for fill and concrete. The "O'Neil Sand and Gravel site" was ranked as "1" as were several small ODOT-owned sites along the Paulina Highway. The County recently added the Vanier site (Knife River) to the County's Inventory as a 1C site, based on a total of 1,509,281 cubic yards of aggregate resource available at the site.

The Planning Commission notes that Applicant's Exhibit 14 indicates, at least as to the existing site, that the rock in the area can be "considered a high quality of aggregate because it is hard and dense compared to much of the rock in Central Oregon."

Based on information provided in the Report (and summarized above), the Planning Commission finds the resource meets ODOT specifications and the aggregate resource on the Mining Area has similar value to other sites in the County. Thus, the quality of the aggregate resource meets the requirements of OAR 660-016-0000(2)-(3).

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

Quantity –

A determination of quantity requires consideration of the relative abundance of the resource. (OAR 660-016-0000(3)).

**Finding:** The subject property is 4.9 acres in size. As noted, the Report estimates the property contains a total of 226,000 cubic yards of aggregate material. For comparison to the minimum quantity threshold at OAR 660-023-0180(3), cubic yards must be converted to tons: 1 cubic yard = 1.6 tons. The recoverable aggregate resource will be reduced by the proposed 50-foot setbacks. The Topographic Survey and Volumetric Analysis appears to base calculations on a 50-foot setback on north, south, and west sides, presuming the proposal site will be combined with that of the existing site. The Applicant states that there are 435,761 tons when combined with the additional area to be mined in the Bartels Site.

Although Crook County is not subject to OAR 660-023 for purposes of inventorying aggregate resources, because OAR 660-016 does not include a numerical minimum, the County typically refers to the baseline of 500,000 tons cited in OAR 660-023-0180(3) for determining whether there is adequate quantity to justify a finding of “significance”.

The Applicant submitted additional information regarding the quantity of aggregate on the proposed site after the Staff Report was posted (Ex. 23). The Applicant notes that the original estimate was based on a business estimate and not to show the volume of the resource on the site. Accordingly, after recalculating, the Applicant states there is 436,328 tons (using the 1 = 1.6 tons ratio) or 518,139.50 tons (using the 1 = 1.9 tons ratio used by Carlson Engineering).

The Planning Commission considered the relative abundance of the resource in light of OAR 660-023, the evidence in the record, and high quality of the material. In this instance, it finds that the evidence supports a finding that the resource meets the relative abundance resource given the information provided by the Applicant. The Planning Commission notes that the 500,000 ton requirement in OAR 660-023 provides a guideline but is not a strict minimum requirement. Accordingly, there is relative abundance of the resource to meet the quality standards.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission’s findings as their own.

**OAR 660-016-0000(5):**

***Based on data collected, analyzed and refined by the local government, as outlined above, a jurisdiction has three basic options:***

***(a) Do Not Include on Inventory: Based on information that is available on location, quality and quantity, the local government might determine that a particular resource site is not important enough to warrant inclusion on the plan inventory, or is not required to be included in the inventory based on the specific Goal standards. No further action need be taken with regard to these sites. The local government is not required to justify in its comprehensive plan a decision not to include a particular site in the plan inventory unless challenged by the Department, objectors or the Commission based upon contradictory information;***

***(b) Delay Goal 5 Process: When some information is available, indicating the possible existence of a resource site, but that information is not adequate to identify with particularity the location, quality and quantity of the resource site, the local government should only include the***

*site on the comprehensive plan inventory as a special category. The local government must express its intent relative to the resource site through a plan policy to address that resource site and proceed through the Goal 5 process in the future. The plan should include a time-frame for this review. Special implementing measures are not appropriate or required for Goal 5 compliance purposes until adequate information is available to enable further review and adoption of such measures. The statement in the plan commits the local government to address the resource site through the Goal 5 process in the post-acknowledgment period. Such future actions could require a plan amendment;*

*(c) Include on Plan Inventory: When information is available on location, quality and quantity, and the local government has determined a site to be significant or important as a result of the data collection and analysis process, the local government must include the site on its plan inventory and indicate the location, quality and quantity of the resource site (see above). Items included on this inventory must proceed through the remainder of the Goal 5 process.*

**Finding:** The Planning Commission determines that there is sufficient evidence in the record, to find the resource is significant based on location, quality, and quantity at the Mining Area, and finds it is 1-C site. The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

**Crook County Ordinance No. 51 (as amended by Ordinance No. 55):**

**Policy 3:**

***The County shall insure that significant inventory sites are designated for mineral and aggregate.***

**Finding:** The County maintains an inventory of significant aggregate and mineral sites. Since the Planning Commission finds that the Mining Area meets the requirements for location, quality, and quantity, the site should be added to the Aggregate Inventory as a significant site. The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

**Policy 4:**

***An abundance of a Goal 5 mineral or aggregate resource shall not be used as the basis to deny placement on the County plan inventory list.***

**Finding:** Evidence of other mineral or aggregate resources has not been used as justification or a basis to deny placement of the Mining Area on the Aggregate Inventory list. The Mining Area should be placed on the inventory list. The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

**Policy 6:**

***A mineral and aggregate resource site that is not on the Crook County Goal 5 inventory or that is listed as a 1B site shall be placed on the inventory of significant sites and shall be conserved and protected for surface mining after all the following conditions are met:***

- (a) A report is provided by a certified geologist, engineer or other qualified person or firm verifying the location, type quantity and quality of the resource.***

- (b) The site is determined to be a significant 1C site after reviewing all the evidence regarding location, quality, and quantity of the mineral and aggregate resource and site is added by amendment to the comprehensive plan;**
- (c) There are no conflicting uses [or] the ESEE analysis results in a determination that the resource is important relative to conflicting resources, uses and [other] applicable statewide planning goals.<sup>4</sup>**

**Finding:** The Mining Area is not currently listed as a Goal 5 resource on the County’s Aggregate Inventory. To be conserved and protected as a 3A site, the conditions in subsections (a)-(c) must be met.

As discussed above, Applicant has provided a report by Ronald Watkins, verifying the location, type, quantity, and quality of the resource. The Applicant submitted Mr. Watkins certifications (Applicant’s Exhibit 12) to the record. Based on the above findings, the Planning Commission finds that the qualifications are sufficient, a finding could be made that the conditions in subsection (a) of Ordinance 55 are met.

If the County can find that the site is a significant 1C site based on the evidence described above, the County will adopt an ordinance amending the Comprehensive Plan to add the Subject Property to the Aggregate Inventory. Thus, the requirement of subsection (b) can be met.

The conditions of subsection (c) (conflicting uses and ESEE analysis results) are addressed below. As noted, the ESEE analysis results in a determination that there are conflicting uses relative to the resource. Thus, since there are conflicts, the site cannot be added to the Aggregate Inventory under the above provisions as a 3A site, as all three conditions for Policy 6 are not met.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission’s findings as their own.

**Policy 9:**

***Crook County’s plan policy is to classify each significant resource site according to current available data on location, quality and quantity, then regulate each site according to its classification. Crook County will not allow expansion of any site without additional data. Therefore, in order to expand mining operations on a mineral or aggregate site into an area not currently designated for mining, the operator must provide the best information available regarding quantity, quality, and location of the resource in the proposed expansion area to update plan data. An ESEE analysis shall be required if the expansion area is found to be a significant Goal 5 resource based on location, quality, and quantity information.***

**Finding:** The Mining Area will be added to the County’s Aggregate Inventory as an expansion site. Applicant has provided evidence regarding location and quality of the resource. The Planning Commission finds that the County can identify the Mining Area as a significant (1C) aggregate site. An ESEE analysis is required and discussed below.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission’s findings as their own.

---

<sup>4</sup> Policy 6(c) is addressed in Step 2.

**STEP TWO**  
**(IDENTIFY CONFLICTS)**

**OAR 660-016-0005(1):**

**It is the responsibility of local government to identify conflicts with inventoried Goal 5 resource sites. This is done primarily by examining the uses allowed in broad zoning districts established by the jurisdiction (e.g., forest and agricultural zones). A conflicting use is one which, if allowed, could negatively impact a Goal 5 resource site. Where conflicting uses have been identified, Goal 5 resource sites may impact those uses. These impacts must be considered in analyzing the economic, social, environmental and energy (ESEE) consequences.**

**Finding:** The County must identify negative impacts on the resource site; not negative impacts from the resource site on surrounding land uses unless the County finds those negative impacts may eventually come back to negatively impact the resource site. The County may consider any present or potential future allowed land uses in the impact area and any incidental uses reasonably connected to those allowed land uses. For instance, evidence in the record of neighbors of the resource site frequently or potentially contacting DOGAMI/DEQ/the County with complaints regarding the resource site's operation and/or permit violations, thus forcing a change in behavior of the resource site operator, is an appropriate example of an identification of conflicts. Similarly, "if operation of an aggregate mine (a Goal 5 resource) were predicted to engender social protests or economic boycotts because of perceived negative impacts of the resource on local residents, such activity might be deemed a 'negative impact' on the Goal 5 resource itself." *Hegele v. Crook County*, 190 Or. App. 376, fn. 4 (2003).

Appendix A of Crook County Comprehensive Plan (Ord. 43, pg. 21) identifies uses for the Recreation Residential Mobile Zones (RR(M)-2), which has since been rezoned to what the County has today of Recreation Residential Mobile Zone (RR(M)-5). As uses have also been updated, identified uses listed are from the Crook County Code, Chapter 18.40 Recreation Residential Mobile Zone:

Uses Permitted Outright: Single-family dwellings, farming, utility facility necessary to serve the area or county, public park, recreation area, community or neighborhood center, other public uses or buildings necessary to serve the recreation residential needs for the area, subdivisions, planned unit developments, land partitioning, church or other place of worship, noncommercial wind energy system, meteorological towers, and noncommercial photovoltaic energy systems.

Conditional Uses: Private parks, campground or picnic grounds, hunting and fishing preserves, commercial recreation use (including but not limited to stables, resort, gun club, traveler's accommodations, and recreational or organizational camp), dude or guest ranch, golf course, mobile home park, commercial activity directly related to recreation (including but not limited to motel, food and beverage establishment, recreation vehicle gasoline service station, recreation vehicle rental and storage facility and give or sporting goods store), water supply and treatment facility, solid waste disposal site and facility, airport or airfield, operations for the exploration, mining and processing of geothermal resources, aggregate and other mineral resources, home occupations, residential facility, noncommercial wind energy systems and meteorological towers that do not meet the

requirements of CCC 18.162.010, noncommercial photovoltaic energy systems that do not meet the requirements of 18.162.020, and commercial power generating facilities.

Aggregate mining is a conditional use in Recreation Residential Mobile Zone, RR(M)-5, (Crook County Code 18.40.020(11)). Any of the permitted or conditional uses could result in negative impacts to mining operations if future developers or property owners were to complain about the mining operation resulting in changes to the mining operations or increased costs for operations.

In summary, there are thirty-nine (39) tax lots affected by the 1,500-foot impact area (Table 1). Twenty-four (24) of the thirty-nine (39) tax lots contain single-family dwellings, and fifteen (15) dwellings are within the impact area. Per RR(M)-5 zoning, which outright allows residential use, it is likely additional dwellings will be constructed in the impact area. Accordingly, the Planning Commission finds the existing residential uses in the area to be conflicting uses.

As stated in the Applicant's Burden of Proof (page 7):

*"The Court found that the record clearly established a need for the aggregate resource in the Juniper Canyon area because the area was one of the fastest developing areas in the County and the demand for aggregate resources is and will remain high. Therefore, the Cou[r]t concluded the limiting access to this resource will negatively affect the development of the entire area. In addition, the conflicting uses will be beneficiaries of the resource in the material will be available for the support and development of the conflicting uses for road, foundation and other purposes.*

*The Court also found that the likelihood of complaints and enforcement issues would be remote given the lack of objection by those affected within the Impact Area to the resource use and the commitment of virtually all property owners within the Impact Area (by means of waivers of remonstrance) to not challenge the use. As such, the conflicting uses, while potentially having an impact on the site, will not significantly affect the use of the site.*

*The site is identified as having potential and actual conflicting uses or conflicting applicable requirements of other state-wide planning goals. The Applicant contends that the proposed site should be included as an inventoried site on the Crook County Comprehensive Plan."*

The Planning Commission finds there are not recorded waivers of remonstrance as noted by the Applicant for, "virtually all property owners within the Impact Area". Since there are potential conflicts, the impacts of the residential use on the adjacent and nearby uses must be examined through an ESEE analysis (Step 3).

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

**Ordinance 43, Section 3(B)(1)(a),(c), (d)**

**Definition of Conflicting Uses. Conflicting uses are those existing or potential uses, allowed outright or conditionally within a zoning district, which, if allowed within the impact area surrounding a resource site, could negatively impact that Goal 5 resource site by impeding the extraction of the resource, or which could impose limitations on efficient and economic mining activities.**

**Definition of Impact Area.** The impact area is that area surrounding and near a Goal 5 mineral and aggregate resource site wherein the presence or application of a conflicting use that is allowed outright or conditionally in the surrounding broad zoning district would adversely impact the resource site by limiting the mining or processing of the resource.

**Description of Impact Area.** Unless otherwise indicated in the text of this Plan or on the respective resource site and impact area map, the impact area is that property extending outward from the resource site boundary to a distance of five hundred (500) feet.

**Finding:** The definition of “conflicting uses” in Ordinance 43 is consistent with how the County applied OAR 660-016-0005(5)(1) above. Moreover, Applicant has suggested a 1,500-foot impact area (see Figure 2), to be consistent with the original Bartels Site. This request is consistent with Ordinance 43, as the 1,500-foot impact area was determined by the former County Court, as discussed above under the proposed findings for OAR 660-016-0000(2).

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission’s findings as their own.

**OAR 660-016-0005(2):**

***Preserve the Resource Site: If there are no conflicting uses for an identified resource site, the jurisdiction must adopt policies and ordinance provisions, as appropriate, which ensure preservation of the resource site.***

**Finding:** This section is not applicable because there are conflicting uses as found above.

**Policy 6:**

***A mineral and aggregate resource site that is not on the Crook County Goal 5 inventory or that is listed as a 1B site shall be placed on the inventory of significant sites and shall be conserved and protected for surface mining after all the following conditions are met:***

\*\*\*\*

- (c) ***There are no conflicting uses [or] the ESEE analysis results in a determination that the resource is important relative to conflicting resources, uses and [other] applicable statewide planning goals.<sup>5</sup>***

**Finding:** As noted, when previously discussing Policy 6, there are conflicting uses. Thus, the Mining Area cannot be added to the County’s Aggregate Inventory as a 3A site. Instead, because of the conflicting uses, the County must complete an ESEE analysis (Step 3).

---

<sup>5</sup> Policy 6(c) as written in Ordinance 55 is as follows:

*There are no conflicting uses of the ESEE analysis results in a determination that the resource is important relative to conflicting resources, uses and thither applicable statewide planning goals.*

The two identified apparent errors make the Policy unclear and are inconsistent with how the Policy was stated in Ordinance 55. Therefore, staff has inserted the original language from Ordinance 55.

This concludes Step Two. The next step is to complete an ESEE analysis.

**STEP 3  
(ESEE ANALYSIS)**

**OAR 660-016-0005(3):**

***Determine the Economic, Social, Environmental, and Energy Consequences: If conflicting uses are identified, the economic, social, environmental and energy consequences of the conflicting uses must be determined. Both the impacts on the resource site and on the conflicting use must be considered in analyzing the ESEE consequences. The applicability and requirements of other Statewide Planning Goals must also be considered, where appropriate, at this stage of the process. A determination of the ESEE consequences of identified conflicting uses is adequate if it enables a jurisdiction to provide reasons to explain why decisions are made for specific sites.***

**Finding:** The Applicant acknowledges in the Burden of Proof, on page 7, that conflicting uses have been identified and the ESEE consequences of the conflicting uses must be determined. Based on staff analysis in Step 2 (above), it concurs that there are conflicting uses.

A proper ESEE analysis is even-handed and applies the significant relevant evidence in the record from both sides to consider fully the economic, social, environmental, and energy consequences in a two-way conflict analysis. The ESEE analysis is discussed below.

The intent of an ESEE analysis is to weigh the economic, social, environmental and energy consequences (both positive and negative) of protecting the aggregate site as a significant Goal 5 resource. The ESEE analysis provides the basis for the County to weigh the values of competing uses and the consequences of permitting or prohibiting resource and conflicting uses. The ESEE analysis considers not only the consequences associated with protecting the resource but also considers the consequences of mining and processing the aggregate resource. The ESEE analysis applies to all conflicting uses within the 1,500-foot impact area surrounding the proposed mine site. As discussed, there are thirty-nine (39) properties affected by the impact area. The uses on these properties are identified on Table 1.

The Planning Commission has reviewed the Applicant's Burden of Proof along with the generic and specific ESEE analyses provided in the Comprehensive Plan for other inventoried aggregate sites. Based on that review, the Planning Commission recommends the following ESEE analysis.

**A. Economic Consequences**

Property values on adjacent lands are always a concern with a mining operation. The properties surrounding the Mining Area are all zoned RR(M)-5. Fifteen (15) have residential dwellings in the impact area, though it is possible that all lots could have dwellings within the impact area as they are zoned to have residential uses outright. It is also possible that there are existing farm uses in the impact area, as three (3) lots (east of Juniper Canyon Rd.) are taxed as farmland, per the Assessor's database, shown in Table 1.

The Applicant addresses the potential economic impacts to surrounding properties in the Burden of Proof on pages 7 and 8:

*“Typical impacts of mining are noise, dust, truck traffic to and from the site, consumption of water, either from wells on-site or off-site or from irrigation ditches,*

*employee traffic to and from the site, and other consequences that might inhibit the operation of conflicting uses within the impact area. The negative economic consequences of such impacts are typically expressed as the potential or loss in property values of nearby land uses and the wear and tear on roads over which the aggregate is transported. These are generally the objections raised in opposition to such sites.*

*However, the mining of the aggregate provides for well-paying employment at the resource site itself and for the transportation of the aggregate as well as contributes to the continuation of jobs as local development and construction sites. The Court also found that the particular resource is located such as to provide nearby resources in an underserved part of the County in terms of commercial aggregate material and that such material is essential to the existing demand for growth and development of the area. The Court agreed that the existence of the resources at the site will contribute to a competitive rate for material cost to those who need the resource.”*

The economic benefit of allowing the mining operation includes having an aggregate resource available to support economic development in the surrounding area. The Planning Commission further notes that the rock on the site appears to be a high-quality basalt that may have an economic benefit to the County as the rock is better than most in Central Oregon. Not allowing mining on the site will potentially reduce the economic return on the land for the owner of the Mining Area.

Complaints from conflicting uses could have a negative economic consequence on the mining operation by requiring changes to operations.

The Crook County Board of Commissioners agree with the Planning Commission’s findings, with the addition of, but not limited to, the following: (1) potential structural and well damage to neighboring properties; (2) potential loss in property values of up to 30% in the direct vicinity and lesser amounts further out (Ex. 57); and (3) a potential economic loss to properties in the impact area of \$2.37 million (Ex. 59).

## **B. Social Consequences**

Positive social impacts of the proposed mining operation will include continued opportunities for employment, tax revenue and local aggregate supply produced by the operation.

It is common for resource uses to create negative impacts including a reduction in the rural quality of life, heavy truck traffic, noise and dust. Fugitive dust may impact existing residential uses and potential uses. Blasting can negatively impact the rural quality of life. The Planning Commission notes that lights from the mining operation may have a negative social consequence due to the impact on nearby residential uses.

The Applicant lays out several arguments of social consequences to neighbors in the impact area starting on page 8 of the Burden of Proof. The Applicant indicates there will not be a significant impact on scenic vistas as the site cannot be seen from surrounding residences and blasting only takes place a few days a year at the existing Bartels Site. The Applicant also states that:

*“The Court found that there is no evidence to support a conclusion that there will be a negative effect upon the residential properties within the Impact Area in terms of property values, in part because the waiver of remonstrance that all of the properties within the Bartels prior ownership have agreed to be bound by.”*

As noted, it does not appear that waivers of remonstrance have been recorded on all properties in the impact area. A waiver of remonstrance was located (MF2005-203625) for phase 1 of Cimmaron hills, however no subsequent recorded documentation has been provided by Applicant or identified by staff.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own, with the following additions: further social consequences to neighboring conflicting uses include (1) the threat of injury to children or pets from too-near operations (Ex. 54); (2) nearby blasting that is jarring to residents and may damage foundations or walls (Ex. 56); and inescapable, consistent noise disruption (Brenda Carter April 5, 2025 testimony).

### **C. Environmental Consequences**

Potential negative environmental impacts from allowing the use often include increased dust and disruption to wildlife by noise and mining activities. The site is within general deer winter range and blasting and crushing during winter could adversely impact wildlife. Any existing residential uses and potential uses in the impact area could be negatively impacted by dust. Additionally, where there is increased human activity, there is a risk of increased fire risk.

The Applicant states dust can be controlled by a dust management program, which will continue from the Bartels Site, with seeding, mulching, and/or water.

There is no indication that groundwater will be encountered during mining operations. However, if it is, this could negatively affect the groundwater in the area. The Applicant has stated in the Burden of Proof, page 13, that the requirements of Oregon Department of Environmental Quality, Oregon Department of Fish and Wildlife, Oregon Department of Water Resources, and DOGAMI will be met.

Certain comments state a concern about the impact to groundwater. Applicant states that this will be a dry mine site (meaning they will not be mining in the groundwater). Water will be used for dust abatement and crushing operations.

The Applicant states that the site reclamation will be a positive environmental consequence.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own, including further evidence of persistent fugitive dust (Ex. 58).

### **D. Energy Consequences**

The negative consequences of allowing mining operations would be an increase in energy consumption. Energy would be consumed in the form of fuel expenditures needed to run heavy equipment and processing equipment as well as fuel expended in transportation of the aggregate product to market.

Positive energy consequences include decreased energy consumption for delivery of the resource to the many developing lots within the Juniper Canyon area, compared to other sites out of the area.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

## **Conflicts with Statewide Planning Goals.**

OAR 660-16-0005(3) requires local governments, in analyzing the ESEE consequences of conflicting uses, to also consider the applicability and requirements of other Statewide Planning Goals.

**Goal 1 – Citizen Involvement:** Crook County requires notice to adjacent property owners of public hearings before the Planning Commission and the Board of County Commissioners prior to adoption of any comprehensive plan amendment. In addition, public notice is provided through the local newspaper. Information relating to the hearing (e.g., the staff report and exhibits) is available on the County’s website and hard copies are available to the public when requested. Notice of the proposed plan amendment was also provided to the Department of Land Conservation and Development. The Planning Commission conducted one evidentiary hearing and a hearing for deliberations only, and the Board of County Commissioners will hold two hearings before approving or denying the amendment.

**Goal 2 – Land Use Planning:** This decision will be subject to the policies and processes of Crook County’s Comprehensive Land Use Plan, Ordinances, the County’s zoning code (Chapter 18), applicable criteria in Oregon Revised Statutes and Oregon Administrative Rules. It will also meet the Goal 2 requirements regarding land use planning.

**Goal 3 – Agricultural Lands:** The subject property and properties in the Impact Area are zoned residential recreational not zoned agricultural. Goal 3 is not applicable. However, farm use is an outright use in the zone RR(M)-5 and three (3) parcels in the Impact Area (notably across Juniper Canyon Rd.) are found to be assessed for farm use. According to the Applicant on page 12 of the Burden of Proof:

*“There is adjacent land within the Impact Area that is used for agricultural purposes, but the owner of that property has no objection to the use of the resource.”*

**Goal 4 – Forest Lands:** There are no forest lands in the vicinity of the subject property. Forest lands will not be impacted. There is no conflict with Goal 4.

**Goal 5 – Natural Resources, Scenic and Historic Areas, and Open Spaces:** Applicant proposes to add this site to the Goal 5 inventory of significant aggregate resource sites. The County has not identified any significant groundwater resources in the area surrounding the proposed mine site. The subject property is in the General Deer Winter Range, though the Applicant stated the property is not used by wildlife and is already disturbed by surrounding uses.

**Goal 6 – Air, Water and Land Resources Quality:** Goal 6 relates to protection of air and water quality. The operation of the aggregate mining site will be conducted in compliance with all other applicable state and local permits and regulations. DOGAMI has oversight responsibility for mining operations and final reclamation. Dust control is a required component of the operating plan. DEQ permits will be required for stormwater management and a dust control plan will be reviewed by DEQ to address air quality concerns.

**Goal 7 – Areas Subject to Natural Disasters and Hazards:** The proposed mine site is not recognized as being an area subject to natural disasters or hazards. There is no conflict with Goal 7.

**Goal 8 – Recreational Need:** While the zoning of the property is Residential Recreational, the proposed mining operation will not impact recreational needs or areas planned for recreation. There are no public recreation uses within the Impact Area. There is no conflict with Goal 8.

**Goal 9 – Economy of the State:** Development of the aggregate site is consistent with Goal 9 because aggregate is a necessary commodity for road and building projects. A local source of aggregate provides an economic benefit to Crook County and the Central Oregon region.

**Goal 10 – Housing: Development.** The Applicant provided information for this Goal on 14 of the Burden of Proof:

*“The subject parcel is landlocked, and the active mine and 30’ cut wall in the Bartels mining pit prevent the applicant from taking residential access across that parcel to Juniper Canyon Road. Therefore, there is no feasible access to the parcel. Without access is not suitable for housing and is not “buildable land”. Use of the site for mining will, therefore, not reduce the areas available for housing. After combining the parcel with the Bartel Site located on Tax Lot 400, and reclamation of the sites is complete, the parcel may be buildable.”*

Staff’s research found recorded access and public utility easements to the subject property, lot 15 of Cimmaron Hills phase 2. As recorded on the phase 2 subdivision plat (MF2007-219604), a 50-foot access and public utility easement to lot 15 is shown and further recorded on a written easement (MF2007-219777). Staff notes that lot 15 could be a residential, potentially buildable lot. The Planning Commission weighed the evidence to determine conflicts with Goal 10. Ultimately, the Planning Commission decided that there is not a conflict Goal 10 because the goal is focused ensuring adequate buildable lands in urban and urbanizable land. It further finds that the lot can be made buildable after proper reclamation.

**Goal 11 – Public Facilities and Services:** No new public services will be required to support development of the aggregate resource site. An existing County Road (Juniper Canyon Rd.) will be used for traffic associated with the site and no new connections to County roads are required.

**Goal 12 – Transportation:** Development of the proposed aggregate resource site does not conflict with the Crook County Transportation Plan or Goal 12. The site is located adjacent to the existing pit and will continue to use the existing access point from Juniper Canyon Rd. No new access points are needed or requested. No new access to County roads is required. No additional traffic will be added to the site, as the operation remains the same, only additional resource to mine.

**Goal 13 – Energy Conservation:** Development of an aggregate resource site in Crook County reduces the consumption of energy needed to move aggregate from locations farther away. The proposed site is consistent with Goal 13.

**Goal 14 – Urbanization:** This proposal does not include expansion of any urban growth boundary. This area has not been considered for UGB expansion. If the area is considered for urbanization in the future, the reclaimed site could be available for development.

With the adoption of the ESEE analysis, Step 3 is complete. The next step is to develop a program to achieve Goal 5.

**STEP 4**  
**(PROGRAM TO ACHIEVE GOAL 5)**

**OAR 660-016-0010(2)-(3):**

*Based on the determination of the economic, social, environmental and energy consequences, a jurisdiction must “develop a program to achieve the Goal.” Assuming there is adequate information on the location, quality, and quantity of the resource site as well as on the nature of the conflicting use and ESEE consequences, a jurisdiction is expected to “resolve” conflicts with specific sites in any of the following three ways listed below. Compliance with Goal 5 shall also be based on the plan’s overall ability to protect and conserve each Goal 5 resource. The issue of adequacy of the overall program adopted or of decisions made under sections (1), (2), and (3) of this rule may be raised by the Department or objectors, but final determination is made by the Commission, pursuant to usual procedures:*

*(1) Protect the Resource Site: Based on the analysis of the ESEE consequences, a jurisdiction may determine that the resource site is of such importance, relative to the conflicting uses, and the ESEE consequences of allowing conflicting uses are so great that the resource site should be protected and all conflicting uses prohibited on the site and possibly within the impact area identified in OAR 660-016-0000(5)(c). Reasons which support this decision must be presented in the comprehensive plan, and plan and zone designations must be consistent with this decision.*

*(2) Allow Conflicting Uses Fully: Based on the analysis of ESEE consequences and other Statewide Goals, a jurisdiction may determine that the conflicting use should be allowed fully, notwithstanding the possible impacts on the resource site. This approach may be used when the conflicting use for a particular site is of sufficient importance, relative to the resource site. Reasons which support this decision must be presented in the comprehensive plan, and plan and zone designations must be consistent with this decision.*

*(3) Limit Conflicting Uses: Based on the analysis of ESEE consequences, a jurisdiction may determine that both the resource site and the conflicting use are important relative to each other, and that the ESEE consequences should be balanced so as to allow the conflicting use but in a limited way so as to protect the resource site to some desired extent. To implement this decision, the jurisdiction must designate with certainty what uses and activities are allowed fully, what uses and activities are not allowed at all and which uses are allowed conditionally, and what specific standards or limitations are placed on the permitted and conditional uses and activities for each resource site. Whatever mechanisms are used, they must be specific enough so that affected property owners are able to determine what uses and activities are allowed, not allowed, or allowed conditionally and under what clear and objective conditions or standards. Reasons which support this decision must be presented in the comprehensive plan, and plan and zone designations must be consistent with this decision.*

**Finding:** The Planning Commission finds that the resource use be allowed and that conflicting uses be limited by designating the site as a “3C” site, consistent with subsection (3) above. Evidence in the record and the findings above, indicate that existing residential uses and potential uses in the impact area should not be prohibited. Reasons for this determination relate to the potential impact to existing uses and potential uses within the proposed mining operation’s impact area. Impacts associated with dust, noise, and potential impacts to groundwater resources are primary concerns. These impacts can be mitigated to some extent.

Based on an analysis of the ESEE consequences, the Board of Commissioners notes the following:

- The ESEE analysis identified both positive and negative consequences associated with mining operations.
- Economic consequences favor balancing the conflict between the mining operation and the conflicting uses.. There is evidence that the proposed mining operation will have an economic benefit, to the owner of the Mining Area. However, there is also evidence that neighboring properties will suffer a reduction in property values and possible structural and well damage.
- Social consequences favor balancing the conflict between the mining operation and the conflicting uses. The social benefits of allowing the resource use include employment opportunities, tax revenue, and local aggregate supply. The social consequences to the conflicting uses include a reduction in the rural quality of life from traffic, dust, and noise and lighting, as well as a threat of injury to children and pets.
- Environmental consequences favor balancing the conflicts between the mining operation and conflicting uses. Concerns that mining operations may impact wildlife during the winter. Further, where there is increased human activity, fire risk increases. Reasonable conditions can be adopted to protect potential environmental impacts without significantly impacting mining operations. Reasonable conditions relegating dust to protect residential uses, as well as conditions relating to traffic without significantly impacting the mining operation.
- Energy consequences favor resource use. Energy impacts from or to the conflicting uses are minimal. Energy benefits from the resource use derive from the reduction in transportation of aggregate materials to local and regional construction projects.
- Based on the ESEE analysis, both the resource site and conflicting uses are important relative to each other, and the ESEE consequences should be balanced to allow the conflicting uses.

The Planning Commission recommends a Program to Achieve Goal 5, based on the ESEE analysis and other Statewide Goals, that the resource use and conflicting uses should be balanced relative to each other with a “3C Plan.” The Crook County Board of Commissioners agree with the Planning Commission’s findings, with the additions to the program to achieve below in *italicized font*. The additions from the Board of Commissioners, especially those following the supplemental record period, reflect the Board’s best attempt at balancing conflicts pursuant to the ESEE analysis in a difficult situation. The Board considered leaving the setbacks as they were prior to the supplemental record period (200 feet from the Carter dwelling), but determined that a set distance from the Carter property line would be more clear to the parties involved and eliminate the need for a survey with an arch. The Board acknowledged that through this difficult attempt to balance conflicts, none of the parties would be truly happy.

The following conditions are recommended to achieve Goal 5:

**PROGRAM TO ACHIEVE GOAL 5:**

**General Requirements:**

**Conditional Use Permit:** Before operating in the Mining Area, a conditional use permit must be obtained. The conditional use permit will be subject to all applicable criteria, *unless specifically addressed elsewhere in this Program to Achieve*, as in effect at the time the conditional use permit is applied for, and/or any other provisions of Crook County Code Title 18 that may apply.

**Site plan:** Applicant shall submit an updated site development plan to the Crook County Community Development Department reflecting required setbacks and is consistent with applicable conditions of land use approval.

**Water rights:** The Applicant proposes a dry mining operation. The Applicant shall confirm this at the time it applies for a condition use permit. If Applicant's operation requires water rights, Applicant shall submit evidence of such water rights for mining and reclamation use to the Crook County Community Development Department prior to use of such water.

**Wildlife:** To protect the wildlife resource, Applicant shall coordinate with ODFW to develop a mitigation plan that minimizes impact to deer between November 1<sup>st</sup> and April 30<sup>th</sup> of each year. A copy of such mitigation plan shall be provided to the Crook County Community Development Department.

**Fire Protection:** The Applicant shall coordinate with the Crook County Fire and Rescue District for the purpose of implementing a fire protection plan to protect the site and surrounding properties. Such plan shall be submitted by the Applicant at the time of submittal for a conditional use permit to operate the site and shall be approved by the Planning Commission.

**Quality of Life Concerns:**

**Setbacks:** *Excluding tax lot 1616120000501 and land in common ownership of the owner of the Mining Area, to minimize impacts to neighboring properties, no active mining shall occur closer than 50 feet from property lines of the subject property. Overburden and topsoil may be placed in the setback so long as it is stabilized so that fugitive dust does not enter adjacent properties. No structures shall be placed in the setback area, nor shall any equipment be stored in the setback area. Vegetation shall remain in the 100-setback for natural screening, subject to the Fire Protection Plan of the Crook County Fire and Rescue District. The setbacks should be measured and staked so the neighbors and the operator can identify the setback. Setbacks shall be 100 feet from the property line of tax lot 1616120000501 and 100 feet from existing dwellings on all other tax lots. No house may be built within 50 from the property lines of the site on currently vacant lots.*

**Access:** Access to the subject property shall be limited to the existing access on Juniper Canyon Rd.

**Dust Mitigation:** Applicant shall control all fugitive dust emissions associated with all extraction and processing operations onsite. Excepting actively mined areas, Applicant shall stabilize all disturbed areas to minimize dust using hydro-seeding or other soil stabilization methods consistent with the Dust Management Plan. Internal roads should be watered during operations if necessary to prevent fugitive dust from leaving the property. The Dust Management Plan shall be submitted and approved by the Planning Commission at the time the Applicant submits its conditional use permit.

A contact person representing the aggregate operator shall be named and all appropriate contact information shall be provided to Crook County Community Development and to any neighbor that requests such information so the aggregate operator can be contacted if dust is being released.

**Noise:** The County has no noise ordinance, but noise is regulated by the Oregon Department of Environmental Quality. To the extent applicable, Applicant shall comply with all noise regulations. Blasting shall be subject to reasonable restrictions consistent with the approval for the Bartels site, *unless specifically addressed elsewhere in the Program to Achieve.*

**Reclamation:** Upon completion of mining, Applicant agrees to reclaim the Mining Area. Overburden and topsoil will be replaced in accordance with an approved reclamation plan from DOGAMI.

All reclamation activities shall be subject to a reclamation plan approved by DOGAMI. Applicant shall work with the property owner to ensure that reclamation is carried out in a manner that restores the

property to its condition prior to the start of mining operations. *The property shall be reclaimed to a residential site.*

**Groundwater:** It is not anticipated that groundwater will be encountered while mining the Mining Area. However, if it is, the Applicant shall notify the Crook County Community Development Department and seek an amendment to this Program to Achieve to ensure that the groundwater resource is protected. Mining operations are not permitted in groundwater.

**Lighting:** All standards listed in CCC 18.126, as in effect at the time the conditional use permit is applied for, shall be met by the Applicant.

**Hours of Operation:**

*(a) June 1st through October 31st: 6:00 a.m. to 9:00 p.m., Monday through Friday. 8:00 a.m. to 5:00 p.m., Saturday.*

*(b) November 1st through May 31st: 7:00 a.m. to 6:00 p.m., Monday through Friday. 8:00 a.m. to 5:00 p.m., Saturday.*

*(c) No operations shall be conducted on Sundays or the following legal holidays: New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, Christmas Day.*

**Crushing:**

*(a) June 1st through October 31st: 7:00 a.m. to 9:00 p.m., Monday through Friday. 8:00 a.m. to 5:00 p.m., Saturday.*

*(b) November 1st through May 31st: 7:00 a.m. to 6:00 p.m., Monday through Friday. 8:00 a.m. to 5:00 p.m., Saturday.*

*(c) No operations shall be conducted on Sundays or the following legal holidays: New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, Christmas Day.*

**Blasting:**

*(a) Blasting shall be restricted to the hours of 10:00 a.m. to 4:00 p.m., Monday through Friday. No blasting shall occur on Saturdays, Sundays or legal holidays.*

*(b) The operator shall be responsible for notifying the owners and inhabitants of conflicting uses located within 1,500 feet of the blasting site by written notice delivered by certified mail to be received by each person entitled to notice at least 7 business days prior to the time the blasting will occur. The notice shall include contact information of the blasting contractor for immediately adjacent neighbors, with a dwelling within 300 feet, who want to have pre-blast surveys and seismic readings recorded during blasting. Any seismic readings recorded shall be provided to the Crook County Planning Department.*

**Land Uses**

**Mining Area:** The Mining Area shall be preserved and used for resource use, as described herein and in accordance with, this Program to Achieve and any related operating permit issued by DOGAMI and Crook County.

**Impact Area:** All allowed and conditional uses permitted by the applicable zoning ordinance may be allowed in the impact area. Reasonable conditions may be applied to limit conflict with the resource use on the Mining Area. A waiver of remonstrance shall be required from any applicant seeking approval of an allowed or conditional use permit in the impact area confirming that they will not object or complain about the mining operation on the subject property.

**VI. DECISION**

The Crook County Board of Commissioners finds there is enough evidence based on the above findings of fact and the materials in the record to meet the criteria, to amend the Crook County Comprehensive Plan to include the Subject Property as a 3C site and to include the ESEE analysis and Program to Achieve described above.

**Respectfully submitted:**

\_\_\_\_\_  
**John Eisler, Director  
Community Development**

DATED this \_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
**Brian Barney  
County Commissioner**

\_\_\_\_\_  
**Susan Hermreck  
County Commissioner**

\_\_\_\_\_  
**Seth Crawford  
County Commissioner**



**Crook County Community Development  
Planning Division**

300 NE 3<sup>rd</sup> Street, Room 12, Prineville Oregon 97754  
541-447-3211

[plan@crookcountyor.gov](mailto:plan@crookcountyor.gov)  
[www.co.crook.or.us](http://www.co.crook.or.us)

**CROOK COUNTY BOARD OF COMMISSIONERS DECISION  
COMPREHENSIVE PLAN AMENDMENT  
217-24-000070-PLNG**

**I. INTRODUCTION**

**Date:** May 5, 2025

**Applicant:** Greenbar Excavation, LLC  
PO Box 7  
Prineville, OR 97754

**Agent/Attorney:** Lisa Andrach  
Fitch and Neary, P.C  
210 SW 5<sup>th</sup> St., Suite 2  
Redmond, OR 97756

**Property:** Tax Lot: 1616120000500

**II. PROPOSAL**

The Applicant proposes to amend the Crook County Comprehensive Plan to add approximately 226,000 cubic volume of basalt aggregate located on a 4.9-acre site identified as Tax Lot No. 1616120000500 to Crook County's inventory of Significant Mineral and Aggregate Sites ("Aggregate Inventory"). The request is a modification of an existing site already listed in the County's Aggregate Inventory, the Bartels Site.

**III. PROCEDURAL STATUS**

The Applicant applied for this comprehensive plan amendment on April 09, 2024. The application was deemed complete on May 09, 2024. The Planning Commission is tasked with making a recommendation to the Board of County Commissioners, which is the final decision maker.

The required Post Acknowledgement Plan Amendment notice was sent to the Department of Land Conservation and Development on June 12, 2024 (DLCD File No. 002-24). Newspaper notice of the first evidentiary hearing was published in the Central Oregonian on July 2, 2024. Neighbor notice of the first evidentiary hearing was mailed on July 3, 2024.

There was an initial evidentiary public hearing on July 24, 2024. The record was left open for additional written testimony. The open record period closed on July 31, 2024. The rebuttal period closed on August 7, 2024. Final argument from the Applicant was due August 14, 2024. The Planning Commission held a second hearing on August 28, 2024, for the purpose of deliberations only. The Planning Commission voted in favor of recommending approval to the Board of County Commissioners, with a site specific ESEE Analysis and Program to achieve in the document dated September 11, 2024.

Notice of two public hearings before the Board of County Commissioners, October 16, 2024, and November 6, 2024, was posted in the Central Oregonian October 1, 2024. Notice of the two hearings to Parties and Neighbors were mailed October 3, 2024. The Board of County Commissioners held two public hearings on October 16, 2024, and November 6, 2024. The Board unanimously voted to add the site to the Aggregate Inventory as a 3C site and adopt the recommendation from the Planning Commission with additional findings and recommendations to the ESEE Analysis and Program to Achieve as laid out in this document.

The Applicant submitted a Request for Reconsideration on February 6, 2025 (Ex. 51), stating that there was a misunderstanding regarding the setback agreed to during the Board of Commissioners' final meeting. The Board of Commissioners considered Applicant's request at a March 12, 2025 Work Session and moved to withdraw the final motion on Ordinance 346, Application No. 217-24-000070-PLNG, made November 6, 2024, and to reopen the record for a third public hearing to accept new evidence on the limited issue of "the setback for the mining operation to the dwelling on taxlot 501/lot 14 of the Cimarron Hills subdivision owned by Carter" on April 8, 2025 at 1 p.m.

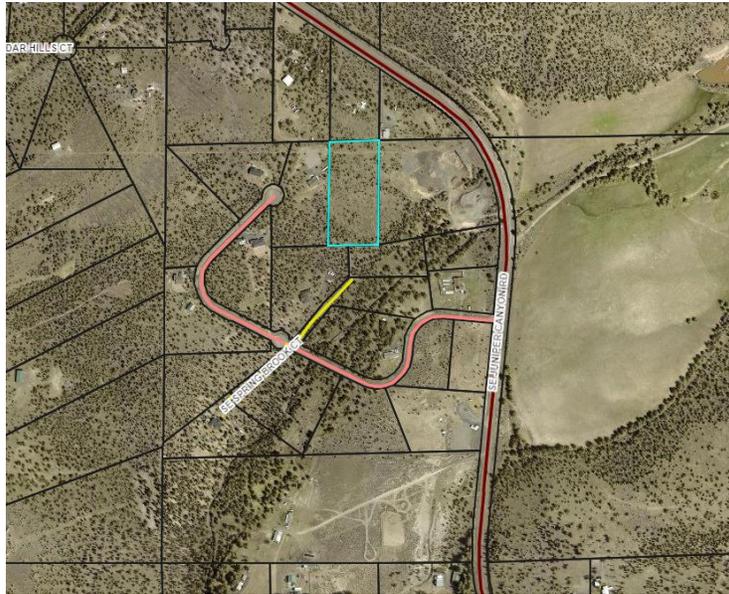
Notice of the third public hearing, for April 8, 2025, was posted in the Central Oregonian on March 18, 2024. Notice of the hearing was mailed to Parties and Neighbors on March 19, 2025. At the April 8, 2025 hearing, the parties presented evidence and testimony before the Applicant requested to keep the record open. The Board of Commissioners approved the request and set a public meeting for deliberations at a time and date certain: May 6, 2025 at noon. The Board of Commissioners then convened on May 6, 2025, and deliberated following a presentation from Staff before rendering their decision.

#### **IV. BASIC FINDINGS**

##### **A. Location**

The subject property is approximately 7 miles south of the City of Prineville on Juniper Canyon Road, adjacent to an active aggregate quarry located at 1616120000400. The subject property has not been assigned an address. It is identified on the County Assessor's maps as 1616120000500. Figure 1 is a vicinity map depicting the subject property. The entirety of the property is proposed to be added to the Aggregate Inventory.

**Figure 1**



Property Lines are Approximate

### **B. Zoning and Overlays**

The subject property is zoned Recreation Residential Mobile Zone (RR(M)-5) and is designated as Recreation Residential in the County’s Comprehensive Plan. The subject property is in general deer winter range, but not located within sage grouse, critical deer winter range, antelope, or elk habitat. There are no floodplains mapped on the property.

### **C. Site Characteristics**

The subject property is listed as 4.9 acres with the Crook County Assessor’s records and is directly west of the existing 10.01-acre Bartels Site. There are no dwellings or other structures on the property. The property is not in farm use and not within an irrigation district. The applicant describes the property as having a gentle to moderately sloping terrain that is covered in native grasses, brush and trees.

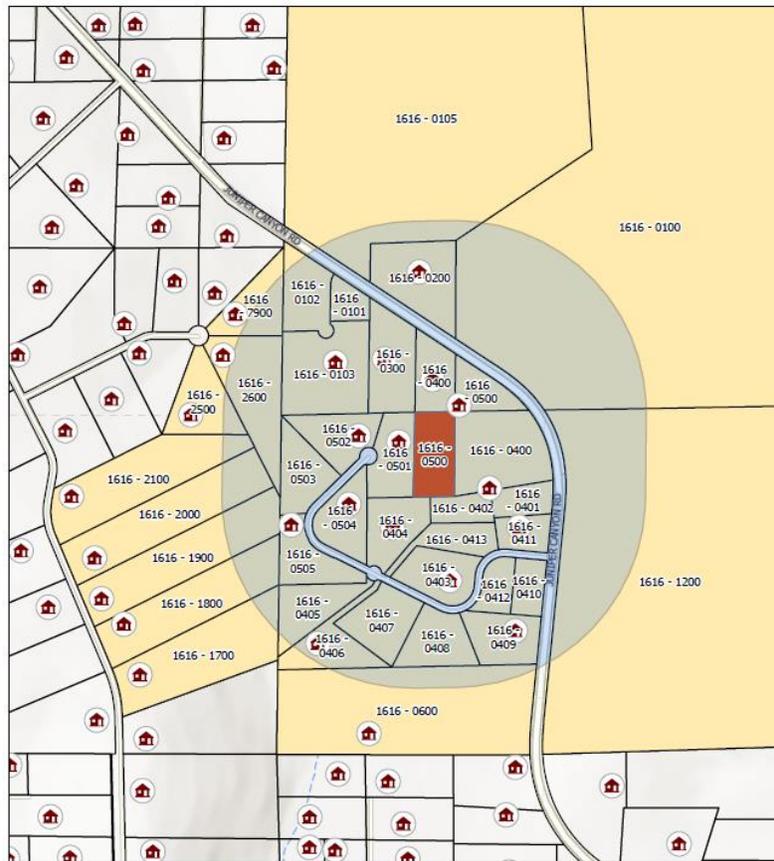
### **D. Surrounding Area**

The area surrounding the subject property is depicted on Figure 2 (below)<sup>1</sup>. The figure depicts the Mining Area, a 1,500-foot impact area, and the approximate locations of dwellings based on address data points. All properties within the impact area are zoned RR(M)-5. There are fifteen (15) dwellings within the 1,500-foot impact area.

**Figure 2**

---

<sup>1</sup> Figure 2 was prepared by Crook County GIS.



Southeast Juniper Canyon Rd. bisects the 1,500-foot impact area to the north and east of the subject property. Three existing single-family dwellings are located north of the proposed site, south of SE Juniper Canyon Rd., they range from 6.62 acres to 3.29 acres. Three vacant lots are located northwest of the proposed site, south of SE Juniper Canyon Rd., ranging in size from 2.0 acres to 10.61 acres. The closest lot (10.61 acre) has a development approval for a dwelling, which has not yet been built.

To the east is tax lot 1616120000400, which is the 10.01 acres piece owned by the applicant and currently operating as an active aggregate quarry pit. East of SE Juniper Canyon Road separates the the Lyster Land and Livestock farm operation consisting of over 500 acres.

South of the subject property is phase one of Cimarron Hills subdivision consisting of twelve residential lots between 4.95-5.53 acres.

To the west is phase two of Cimarron Hills subdivision that consists of six (one being the subject lot) residential lots between 4.76 and 4.9 acres.

Table 1, below, lists thirty-nine (39) properties affected by the 1,500-foot impact area as measured from the Mining Area. Table 1 includes information indicating the distance from the proposed Mining Area, the primary use, and ownership.

**Table 1**

Map Tax Lot	Owner	Property Class Description	Acres	Existing Dwelling	Approximate Distance From Site
1616120000409	BARTELS RICHARD W TRUSTEE	Commercial Improved	5.01	Yes	1159.57
1616010000100	LYSTER LAND & LIVESTOCK LLC	Farm Non-EFU Unimproved	394	No	
1616120001200	LYSTER LAND & LIVESTOCK LLC	Farm Non-EFU Unimproved	157.3	No	
1616010000105	LYSTER LAND & LIVESTOCK LLC	Farm Non-EFU Unimproved	193.9		
1616120000501	CARTER ROBBY D & BRENDA L	Residential Improved	4.89	Yes	122.27
1616110002000	HAMILTON BLAKE L & KRISTINE A	Residential Improved	13.67	Yes	2543.34
1616120000404	SCHMIDLIN ADAM ANTHONY & SHAUNA	Residential Improved	5	Yes	289.28
1616110002500	WIEGELE ROBERT C & PETERSON PATRICIA L	Residential Improved	5.96	Yes	1756.67
1616120000411	GRIFFIN ROBERT JAMES & FAWN	Residential Improved	2.62	Yes	562.28
1616120000502	KRAU ANTHONY AUKAHI & MICHELLE MALANI	Residential Improved	4.94	Yes	438.01
1616020007900	WATSON GARY & DONNA J	Residential Improved	5.23	Yes	1605.54
1616110002600	JOHNS STANLEY	Residential Improved	9.53	Yes	1570.92
1616120000406	HOLMES JASON	Residential Improved	4.99	Yes	1370.24
1616120000403	GILBERT SCOTT E	Residential Improved	5.01	Yes	661.28
1616110001800	TERPENING LOYD M & DIANE M	Residential Improved	12.69	Yes	2477.98
1616120000504	TILLERY TIMOTHY M & LISA O	Residential Improved	4.77	Yes	507.39

1616110001900	ARNOLD JAMES II	Residential Improved	13.67	Yes	2570.53
1616110001700	BRYANT STEVEN G AND BRYANT MARY B	Residential Improved	14.36	Yes	2557.33
1616120000505	MYERS FAMILY REVOCABLE LIVING TRUST	Residential Improved	4.77	Yes	981.50
1616110002100	NELSON TRAVIS P & JOY S	Residential Improved	13.68	Yes	2679.09
1616120000401	BARTELS RICHARD W TRUSTEE	Residential Unimproved	2.64	No	
1616120000412	PEDERSEN RITA L TRUSTEE	Residential Unimproved	2.5	No	
1616120000500	GREENBAR EXCAVATION LLC	Residential Unimproved	4.85	No	
1616120000413	JACOBSON JOHN EDWARDS & JENSEN JOY ANN	Residential Unimproved	3.51	No	
1616120000407	ROSA KEVIN J & DANA L	Residential Unimproved	5.53	No	
1616120000408	PRICE CLIFF & PRESCH SABINE	Residential Unimproved	5.01	No	
1616120000402	BARTELS RICHARD W TRUSTEE	Residential Unimproved	2.51	No	
1616120000405	GREENLEY BRANDON R & JENINE E TRUSTEES	Residential Unimproved	4.96	No	
1616120000410	BARTELS RICHARD W TRUSTEE	Residential Unimproved	2.5	No	
1616120000503	DURKEE JARED NATHANIEL & EWING-DURKEE CA	Residential Unimproved	4.88	No	
1616010000500	ADAMS JENNIFER	Tract Land Improved	3.31	Yes	60.01
1616120000600	TILLIA CHRISTOPHER JAMES & VALERIE ANNE	Tract Land Improved	31.65	Yes	1888.79
1616010000200	ADAMS CLIFFORD T	Tract Land Improved	8.29	Yes	1101.80
1616010000300	KISER CLIFFORD	Tract Land Manufactured Structure	6.63	Yes	483.24

1616010000400	ADKINS BRANDON	Tract Land Manufactured Structure	4	Yes	254.02
1616010000103	BELCASTER ANGELA MARIE	Tract Land Unimproved	10.61	Yes	736.81
1616010000101	BELCASTER ANGELA MARIE	Tract Land Unimproved	2.01	No	
1616120000400	GREENBAR EXCAVATION LLC	Tract Land Unimproved	9.99	Yes	276.67
1616010000102	BELCASTER ANGELA MARIE	Tract Land Unimproved	5.16	No	

**E. Access**

The Subject Property has access via a 50-foot access and public utility easement from Riverdance Road as shown on the recorded plat for Cimarron Hills subdivision Phase 2 (MF2007-219604), also recorded in a written easement (MF2007-219777). The applicant has stated in their Burden of Proof that they intend to consolidate the existing aggregate pit site and the subject lot upon approval. The existing aggregate site has access via Juniper Canyon Rd.

**F. Other Information**

There are no mapped natural hazards on the subject property. The property is not in a mapped special flood hazard area.

**G. Public Comment**

Prior to the staff report dated July 17, 2024, ten (10) exhibits were submitted with a total of seventeen (17) people in opposition. The most common concerns reported were contradictions with the Covenants, Conditions, & Restrictions of Cimarron Hills Subdivision; noise, dust, potential water contamination, air pollution, quality of life for the surrounding neighbors, and past issues with blasting and lack of notice. Other concerns brought up included concern that owners bought nearby properties or homes under the assumption the existing Bartels Site was nearing the end and would enter reclamation, lessening the concern for potential well water quantity issues, well and structural integrity issues of nearby buildings from blasting, property values, view impediments, habitat and wildlife impacts, and traffic.

Prior to the hearing, the Applicant submitted additional information (Exs. 18 and 23) regarding the proposed site being a significant resource based on location, quantity and quality. The Applicant noted the CC&Rs do not apply to Lot 15 and further noted that Lot 15 (the subject property) can be developed for residential use after reclamation.

Also, just prior to the hearing, written testimony was submitted by several folks in opposition. The stated concerns include the safety of the Applicant’s access to Juniper Canyon, impact to traffic, impact from

blasting including shaking and vibration that may damage structures, and negative impact to property values.

Additional comments were submitted that reiterate concern about dust, suggesting the impact area needed to be larger, statements that blasting was damaging homes, and express concern about damage to wells. They also expressed concern about impact to livestock, contamination of the nearby creek from dust, potential violations of the existing land use permit from the County and violations of the operating permit from DOGAMI.

At the public hearing and during the open record period, many of the same concerns described above were restated. Per Planning Commission request, during the open record period, staff submitted emails from County Code Compliance Officer Louis Seals and DOGAMI. Mr. Seals noted that the County had not received any calls or written complaints regarding the existing pit since 2020. DOGAMI noted it had no active complaints.

Additional argument was received during the open record period that included further explanation that not all property owners are subject to the Waiver of Remonstrance recorded on certain lots within Cimmaron Hills, that all of the processed aggregate does not stay in Crook County, and inconsistent information regarding the number of truck trips from the site.

During the open record period, the Applicant submitted information regarding the Title Report for Lot 15, waiver of remonstrance, and the benefit of the resource to the area.

Subsequently, during the rebuttal period, information from opponents relating to wildlife, Lot 15 being advertised as a view lot, concern about how the original Bartels site was permitted, and information regarding other nearby aggregate pits was received.

The Applicant submitted information indicating the process of transferring the permit from the prior to operator to Greenbar (the Applicant) with DOGAMI has been initiated, noting limits for truck trips per the approval for the existing site, and discussing dust abatement efforts and wildlife protection.

In their final argument, the Applicant contends that evidence regarding other aggregate sites is not evidence that can be used to find a site is not significant and that opposition complaints are not enough to tip the scale to find that non-resource uses (residential uses) must be protected at the expense of the aggregate resource.

At the first hearing held by the Board of County Commissioners, testimony included concerns of potential water contamination, potential damage to private wells during blasting and operations, additional property damage, setbacks, wildlife, the lack of response from current and former mine operators, and fugitive dust.

The Applicant testified that they are requesting the site to be added to the inventory as a 3C site, meaning a balancing of the resource and surrounding uses. They reminded everyone that the current hearing is only for the comprehensive plan amendment at this time, they have not yet applied for a conditional use. They also spoke to the mailing lists for blasting, noting that many of the homes were built after the existence of the existing pit site. The Applicant stated that the plan is to only excavate to 60-feet deep, blasting will be done by a licensed blaster, any issues resulting from blasting should be addressed with the blaster, the typical crushing times will be abided by, and confirmed expansion will not go any closer to the nearest home.

Commissioners directed Staff to research and address specific questions between the two hearings. To address the Commissioners' questions, Staff reached out to various agencies and submitted a memo into the record on November 6, 2024. Staff inquired with DOGAMI for a copy of the reclamation obligations and was instructed to submit a public records request, which was not responded to prior to submitting the memo or prior to the second hearing. To address blasting requirements, Staff submitted with the memo an email response from Vaughn Balzer of DOGAMI, with two attachments: Explosive Materials Code and an example from Linn County. Staff consulted with Oregon Water Resources Department and spoke with Joseph Kemper, Hydrogeologist. Mr. Kemper did not identify the individual well types within the area. He stated that the construction method of a well is determined in part from the soil type and depth when they are drilled. Staff asked if the geomorphology of the soil type would be an indicator of rock fissure. Mr. Kemper explained that the individual well logs do show the ground composition and the depth of static water level which could be an indicator if the well was located in a rockier soil type. Staff asked if there was any information they could provide concerning the seismic effects on wells. Mr. Kemper said he would check with the well inspectors and send information along. Attachment 2 of the memo is email correspondence with Mr. Kemper and two resources for the Commissioners to review that were sent as result of Staff's conversation. Lastly, Staff determined that yes, if the Board determines the site should be added to the Goal 5 inventory as a 3C site, the impacts of the resource use and neighboring uses should be balanced. The setbacks can be increased if the even-handed ESEE analysis justifies it, and the setbacks are identified in the Program to Achieve.

The second hearing included testimony from the Applicant addressing setbacks and blasting safeguards. Jeb Abbas, a professional well driller, spoke on behalf of the Applicant regarding well type and depths within the area and how blasting should not impact the wells.

The record was supplemented on the limited issue of the setback of the operation on the subject property to taxlot 501/lot 14 of the Cimarron Hills subdivision owned by Carter through exhibits 53-62 and testimony provided at the April 8, 2025 public hearing. Exhibit 53 includes an email and video from Rob Carter 500 feet from a drilling machine at the existing site. Exhibit 54 is an email from Rob Carter asking about liability from a child or pet falling off of the site's cliff edge. Exhibit 55 is an email from Rob Carter with a quote of the Board's initial decision listing the setback to his dwelling at 200 feet. Exhibit 56 is an email from Rob Carter with pictures showing the location of his shop being even closer to the subject property than his dwelling. Exhibit 57 is an email from Rob Carter quoting from two studies addressing impacts to property values surrounding a quarry. Exhibit 58 is an email from Rob Carter with two videos showing drilling 150 feet from Jennifer Adams's porch. Exhibit 59 is an email from Rob Carter discussing the specific effect of the quarry on neighboring property values. Exhibit 60 is an email from Rob Carter citing CCC 18.144.060 and stating 100-foot setbacks from the property lines should be the bare minimum with no conflicting uses. Exhibit 61 is Applicant's Open Record Period 1 submittal and provides arguments relating to the value of aggregate at stake and citing to CCC 18.144.060. Exhibit 62 is Applicant's Open Record Period Round 2 submittal, addressing arguments concerning property values and interpretation of CCC 18.144.060.

The April 8 public hearing included testimony from the Applicant and their attorney, Brenda Carter, and Rob Carter. The Applicant and their attorney provided testimony regarding the value of the aggregate, the lack of aesthetic impacts, and the balancing required of a 3C site. Brenda Carter testified that even with their doors and windows closed, the drilling is very disruptive, and she wonders what it will be like when the operator moves into the next lot (the subject property). She requested the 200-foot setback to

the dwelling remain. Rob Carter testified that the code requires a 100-foot setback from the property line and raised the issue of dust impacting the work he does in his shop, which is closer to the property line than his dwelling.

The record, including the application and materials, are being reviewed against the applicable County and State criteria. Any private CC&Rs or other recorded items are a civil matter. Many of the concerns raised by the public can be addressed in Step Four of the below process with the Program to Achieve.

## **V. CRITERIA AND ANALYSIS**

### **A. Character of the Request**

Applicant's comprehensive plan amendment request is characterized as a Post-Acknowledgment Plan Amendment ("PAPA") to the Crook County Comprehensive Plan. Applicant requests that the Board of County Commissioners add the mining area to the Aggregate Inventory. Before the County may issue a conditional use permit to authorize operating a mine on the subject property, the PAPA must be approved, and the site added to the Aggregate Inventory (see CCC 18.144.040). Applicant is not requesting conditional use approval at this time.

### **B. Applicable Approval Criteria**

- **Oregon Administrative Rules (OAR) Chapter 660, Division 16<sup>2</sup>**
- **Crook County Comprehensive Plan. Ordinance No. 55, Comprehensive Plan Mineral and Aggregate Policies**
- **Ordinance No. 43, Crook County Goal 5 Resources (Mineral and Aggregate Elements) (to the extent consistent with Ord. 51 and Ord. 55).**

---

<sup>2</sup> Many jurisdictions now apply Division 23 (the "new" Goal 5 rule) to implement their Goal 5 program. However, Crook County continues to apply Division 16, as permitted by OAR 660-023-0180(9):

(9) Local governments shall amend the comprehensive plan and land use regulations to include procedures and requirements consistent with this rule for consideration of PAPAs (post-acknowledgment plan amendments) concerning aggregate resources. Until such local regulations are adopted, the procedures and requirements of this rule shall be directly applied to local government consideration of a PAPA concerning mining authorization, unless the local plan contains specific criteria regarding the consideration of a PAPA proposing to add a site to the list of significant aggregate sites, provided:

(a) Such regulations were acknowledged subsequent to 1989; and,

(b) Such regulations shall be amended to conform to the requirements of this rule at the next scheduled periodic review after September 1, 1996, except as provided under OAR 660-23-0250(7).

Crook County Ordinance 51, a comprehensive plan amendment including provisions governing the County's compliance with Goal 5, was adopted and acknowledged by the Oregon Land Conservation and Development Commission in 1991. It was amended by Ordinance 55 in 1992. Crook County has not since entered periodic review. Therefore, the County's consideration of a PAPA to add the subject property to the County's Inventory is not subject to the OAR 660, Division 23. The provisions of OAR 660, Division 16 continue to apply.

These plan policies provide a framework for County decisions regarding mineral and aggregate sites. In prior aggregate proceedings, County Counsel has recommended the following order for reference while reviewing the current application:

- (1) OAR 660-016 (“the old rule”)
- (2) Ordinance 51/55
- (3) Ordinance 43.
- (4) OAR 660-023 (“the new rule”) should be considered only if the other policies provide no guidance and the guidance in OAR 660-023 is consistent with OAR 660-016 and County plan policies.

### C. Summary of Decision-Making Process

As established in prior aggregate proceedings, the decision-making process is as follows when deciding whether to add a site to the Aggregate Inventory:

- Step One: Determine Whether the Resource Site is Significant
- Step Two: Identify Conflicts
- Step Three: Analyze Economic, Social, Environmental and Energy (ESEE) Consequences
- Step Four: Develop a Program to Achieve Goal 5

The below findings of fact are presented step-by-step, as outlined above.

#### **STEP ONE**

#### **(DETERMINE IF SITE IS SIGNIFICANT)**

#### **OAR 660-016-0000(2):**

***A “valid” inventory of a Goal 5 resource under subsection (5)(c) of this rule must include a determination of the location, quality, and quantity of each of the resource sites. Some Goal 5 resources (e.g., natural areas, historic sites, mineral and aggregate sites, scenic waterways) are more site-specific than others (e.g., groundwater, energy sources). For site-specific resources, determination of location must include a description or map of the boundaries of the resource site and of the impact area to be affected, if different. For non-site-specific resources, determination must be as specific as possible.***

Ordinance 43 includes specific policies to establish the location, quality and quantity of mineral and aggregate resources. These policies are consistent with OAR 660-016-0000(2).

#### **Location -**

Ordinance 43 identifies information that provides supporting evidence of the location of a resource site. The location is determined by the best information available to Crook County at the time of the determination. Ordinance 43 requires the information to include at least:

- (a) A legal description of the site;
- (b) The highway/mile post designation (if available)
- (c) A description of the impact area (if different); and
- (d) A map of the boundaries of the resource site and the impact area to be affected (if different).

**Finding:** The request before the County is for a site-specific resource, thus the determination of location must include description or map of the boundaries of the resource site and of the impact area to be affected. The Applicant included in the application materials, a legal description of the site (Applicant's Exhibit. 5), a map depicting the resource site and a 1,500-foot impact area (See Applicant's Exhibit 3 and 4). Per Applicant, the mining area is located approximately seven miles south of the City of Prineville on SE Juniper Canyon Rd., adjacent to the existing site. The applicant has stated that as the property is landlocked, they propose to consolidate it with the existing aggregate site after an approval. The existing site has direct access to Juniper Canyon Road.

Ordinance 43 defines "impact area" as the area surrounding a Goal 5 mineral and aggregate resource site in which the presence or application for a conflicting use in the surrounding zone would adversely impact the resource site by limiting the mining or processing of the resource. The Ordinance goes on to state, "[u]nless otherwise indicated in the text of this Plan or on the respective resource site and impact area map, the impact area is that property extending outward from the resource site boundary to a distance of five hundred (500 feet)."

However, the Applicant has indicated a 1,500-foot Impact Area (Applicant's Exhibit 4) and submitted Ordinance No. 179, Amendment to Appendix A, Crook County Goal 5 Mineral & Aggregate Elements, for the adjacent lot 1616120000400 owned by the applicant, (Applicant's Exhibit 17) where the County Court (former name of the Board of County Commissioners) adopted the impact area to be 1,500 feet. Exhibit A – ESEE Findings states:

*"The applicant identified a 1500 foot area surrounding the resource site as the Impact Area. The applicant submitted evidence that the 1500 foot area is standard under current Division 23 Rules of the Department of Environmental Quality and that moving for a consistent standard would serve the public interest, unless compelling circumstances (such as protection of another Goal 5 Resource, such as scenic value) are implicated. The applicant further submitted evidence that given the current configuration of the resource site the parties most likely to be affected would those within the 1500 foot area (due in part to the existing excavated nature of the resource area) especially with respect to noise and dust impacts. The County Road which bisects the proposed Impact Area and which would provide access point to the aggregate operation is the most significant portion of that roadway in terms of impact.*

*[...] Based upon its review of these sources of information, the Court found and confirms, its decision to utilize a 1500 foot Impact Area. The Cou[r]t finds that existing screening vegetation, the topography of the land and need to set a standard that remains consistent with State standards, in the absence of compelling reasons to deviate from the standard, all militate in favor of the 1500 measure. The allowance of an aggregate mining and processing facility is specifically allowed as a conditional use in the RR(M)-5 zone and there must be a balance between those more distant property owners and those more likely (by virtue of greater proximity) to be adversely affected by the use. The Court has earlier determined that the County is not bound by the 500 foot distance contained in obsolescent law and finds the greater distance (2500 feet or greater) is not justified."*

Although Ordinance 43 refers to a 500-foot impact area in most instances, given the nearby residential use and a prior finding in Ordinance 179 that 1,500 feet is appropriate in this circumstance, the Planning Commission recommends a 1,500-foot impact area. Moreover, the evidence in the record provides substantial evidence as to the location of the proposed expansion site. This standard is met.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

Quality -

OAR Chapter 660 Division 16 does not include standards specifying the minimum quality and quantity of an aggregate resource that constitutes a significant resource. Rather, it describes quality in terms of the site's relative value compared to other examples of the same resources found in the jurisdiction.

**OAR 660-016-0000(3):**

***The determination of quality requires some consideration of the resource site's relative value, as compared to other examples of the same resource in at least the jurisdiction itself. A determination of quantity requires consideration of the relative abundance of the resource (of any given quality). The level of detail that is provided will depend on how much information is available or "obtainable."***

Ordinance 43 directs the County to consider the following when evaluating the quality of mineral and aggregate resources:

- (1) All available information concerning test results;
- (2) The resource site's relative value as compared to other examples of the same resource existing in at least Crook County.<sup>3</sup>

Ordinance 43 includes a process to assign a relative value to mineral and aggregate resources:

1 = resource material meeting at least the following ODOT specifications:

- (a) Resistance to abrasion
- (b) Sodium sulphate soundness
- (c) Air degradation

2 = resource material not meeting the rank of 1, but is such quality that it is used for roads;

3 = resource material that is used for roads and fill; and

4 = resource material that is used only for fill.

Ordinance 43 states that the determination of quality on each resource site is based on the best information available to Crook County at the time of the determination.

**Finding:** The Applicant has provided information about the mineral resource available at the Mining Area (see Applicant's Exhibits 7-12). The mineral resource was tested for quality relative to Oregon Department of Transportation (ODOT) specifications as part of the laboratory testing that Watkins Testing & Inspection

---

<sup>3</sup> Ordinance 43 states that "All sand has potential value and has not been given a ranking value."

(WTI) conducted on the 3/4" Base aggregate produced at the site. The Report describes sample collection and testing then concludes that the aggregate resource on the subject property meets ODOT specifications for resistance to abrasion, sodium sulfate soundness and air degradation. The Report was based on eleven (11) borehole samples collected at the site up to 46 feet deep (see Applicant's Exhibit 13).

As stated in the Burden of Proof and shown on the Topographic Survey and Volumetric Analysis submitted by the Applicant (Applicant's exhibit 7), the property contains approximately 226,000 cubic yards of aggregate material.

Specifically:

*"Per OAR 660-23-180 samples of aggregate material were tested and exceed Oregon Department of Transportation specifications for 3/4" Base Aggregate. (Exhibit 8) The laboratory testing and results are included as Exhibits 7-12. The analysis estimated that the additional area of the site would yield approximately 226,000 cubic yards of aggregate material. (Exhibit 7) A conversion factor of 1.9 tons per cubic yard indicates that on the order of 429,400 tons of aggregate is available. The laboratory testing indicates that the aggregate exceeds ODOT's specifications for base rock. (Exhibits 8-12) The basalt is the same as that which is actively mined at the Bartels Site and is considered high quality aggregate because it is hard and dense compared to much of the rock of Central Oregon. The County established the Bartel Site as a 1-C resource, and added it to the County's Mineral and Aggregate Inventory (Ordinance 172 and 179 (Exhibits 16 and 17)), the volume of aggregate located in the adjacent resource site is equally as important and significant and should be included in the county's inventory of Goal 5 resources. The quality and quantity test results for the Bartels Site that the County relied upon are Exhibit 15."*

OAR 660-016-0000(3) notes that determination of quality also requires some consideration of the resource site's relative value, as compared to other examples of the same resource in at least the jurisdiction itself. This is consistent with the County's plan policy adopted as Ordinance 43. Because material from the subject property meets the specified ODOT standards, the quality of materials from the site has a relative value of "1" using the ranking system in Ordinance 43.

Several other sand and gravel sites were included in the County's original inventory of aggregate resources in Ordinance 43. Although testing information was not generally available, most sites were ranked as "2" with material being sufficient for fill and concrete. The "O'Neil Sand and Gravel site" was ranked as "1" as were several small ODOT-owned sites along the Paulina Highway. The County recently added the Vanier site (Knife River) to the County's Inventory as a 1C site, based on a total of 1,509,281 cubic yards of aggregate resource available at the site.

The Planning Commission notes that Applicant's Exhibit 14 indicates, at least as to the existing site, that the rock in the area can be "considered a high quality of aggregate because it is hard and dense compared to much of the rock in Central Oregon."

Based on information provided in the Report (and summarized above), the Planning Commission finds the resource meets ODOT specifications and the aggregate resource on the Mining Area has similar value to other sites in the County. Thus, the quality of the aggregate resource meets the requirements of OAR 660-016-0000(2)-(3).

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission’s findings as their own.

Quantity –

A determination of quantity requires consideration of the relative abundance of the resource. (OAR 660-016-0000(3)).

**Finding:** The subject property is 4.9 acres in size. As noted, the Report estimates the property contains a total of 226,000 cubic yards of aggregate material. For comparison to the minimum quantity threshold at OAR 660-023-0180(3), cubic yards must be converted to tons: 1 cubic yard = 1.6 tons. The recoverable aggregate resource will be reduced by the proposed 50-foot setbacks. The Topographic Survey and Volumetric Analysis appears to base calculations on a 50-foot setback on north, south, and west sides, presuming the proposal site will be combined with that of the existing site. The Applicant states that there are 435,761 tons when combined with the additional area to be mined in the Bartels Site.

Although Crook County is not subject to OAR 660-023 for purposes of inventorying aggregate resources, because OAR 660-016 does not include a numerical minimum, the County typically refers to the baseline of 500,000 tons cited in OAR 660-023-0180(3) for determining whether there is adequate quantity to justify a finding of “significance”.

The Applicant submitted additional information regarding the quantity of aggregate on the proposed site after the Staff Report was posted (Ex. 23). The Applicant notes that the original estimate was based on a business estimate and not to show the volume of the resource on the site. Accordingly, after recalculating, the Applicant states there is 436,328 tons (using the 1 = 1.6 tons ratio) or 518,139.50 tons (using the 1 = 1.9 tons ratio used by Carlson Engineering).

The Planning Commission considered the relative abundance of the resource in light of OAR 660-023, the evidence in the record, and high quality of the material. In this instance, it finds that the evidence supports a finding that the resource meets the relative abundance resource given the information provided by the Applicant. The Planning Commission notes that the 500,000 ton requirement in OAR 660-023 provides a guideline but is not a strict minimum requirement. Accordingly, there is relative abundance of the resource to meet the quality standards.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission’s findings as their own.

**OAR 660-016-0000(5):**

***Based on data collected, analyzed and refined by the local government, as outlined above, a jurisdiction has three basic options:***

***(a) Do Not Include on Inventory: Based on information that is available on location, quality and quantity, the local government might determine that a particular resource site is not important***

*enough to warrant inclusion on the plan inventory, or is not required to be included in the inventory based on the specific Goal standards. No further action need be taken with regard to these sites. The local government is not required to justify in its comprehensive plan a decision not to include a particular site in the plan inventory unless challenged by the Department, objectors or the Commission based upon contradictory information;*

*(b) Delay Goal 5 Process: When some information is available, indicating the possible existence of a resource site, but that information is not adequate to identify with particularity the location, quality and quantity of the resource site, the local government should only include the site on the comprehensive plan inventory as a special category. The local government must express its intent relative to the resource site through a plan policy to address that resource site and proceed through the Goal 5 process in the future. The plan should include a time-frame for this review. Special implementing measures are not appropriate or required for Goal 5 compliance purposes until adequate information is available to enable further review and adoption of such measures. The statement in the plan commits the local government to address the resource site through the Goal 5 process in the post-acknowledgment period. Such future actions could require a plan amendment;*

*(c) Include on Plan Inventory: When information is available on location, quality and quantity, and the local government has determined a site to be significant or important as a result of the data collection and analysis process, the local government must include the site on its plan inventory and indicate the location, quality and quantity of the resource site (see above). Items included on this inventory must proceed through the remainder of the Goal 5 process.*

**Finding:** The Planning Commission determines that there is sufficient evidence in the record, to find the resource is significant based on location, quality, and quantity at the Mining Area, and finds it is 1-C site. The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

**Crook County Ordinance No. 51 (as amended by Ordinance No. 55):**

**Policy 3:**

***The County shall insure that significant inventory sites are designated for mineral and aggregate.***

**Finding:** The County maintains an inventory of significant aggregate and mineral sites. Since the Planning Commission finds that the Mining Area meets the requirements for location, quality, and quantity, the site should be added to the Aggregate Inventory as a significant site. The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

**Policy 4:**

***An abundance of a Goal 5 mineral or aggregate resource shall not be used as the basis to deny placement on the County plan inventory list.***

**Finding:** Evidence of other mineral or aggregate resources has not been used as justification or a basis to deny placement of the Mining Area on the Aggregate Inventory list. The Mining Area should be placed on the inventory list. The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

**Policy 6:**

***A mineral and aggregate resource site that is not on the Crook County Goal 5 inventory or that is listed as a 1B site shall be placed on the inventory of significant sites and shall be conserved and protected for surface mining after all the following conditions are met:***

- (a) A report is provided by a certified geologist, engineer or other qualified person or firm verifying the location, type quantity and quality of the resource.***
- (b) The site is determined to be a significant 1C site after reviewing all the evidence regarding location, quality, and quantity of the mineral and aggregate resource and site is added by amendment to the comprehensive plan;***
- (c) There are no conflicting uses [or] the ESEE analysis results in a determination that the resource is important relative to conflicting resources, uses and [other] applicable statewide planning goals.<sup>4</sup>***

**Finding:** The Mining Area is not currently listed as a Goal 5 resource on the County's Aggregate Inventory. To be conserved and protected as a 3A site, the conditions in subsections (a)-(c) must be met.

As discussed above, Applicant has provided a report by Ronald Watkins, verifying the location, type, quantity, and quality of the resource. The Applicant submitted Mr. Watkins certifications (Applicant's Exhibit 12) to the record. Based on the above findings, the Planning Commission finds that the qualifications are sufficient, a finding could be made that the conditions in subsection (a) of Ordinance 55 are met.

If the County can find that the site is a significant 1C site based on the evidence described above, the County will adopt an ordinance amending the Comprehensive Plan to add the Subject Property to the Aggregate Inventory. Thus, the requirement of subsection (b) can be met.

The conditions of subsection (c) (conflicting uses and ESEE analysis results) are addressed below. As noted, the ESEE analysis results in a determination that there are conflicting uses relative to the resource. Thus, since there are conflicts, the site cannot be added to the Aggregate Inventory under the above provisions as a 3A site, as all three conditions for Policy 6 are not met.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

**Policy 9:**

---

<sup>4</sup> Policy 6(c) is addressed in Step 2.

***Crook County's plan policy is to classify each significant resource site according to current available data on location, quality and quantity, then regulate each site according to its classification. Crook County will not allow expansion of any site without additional data. Therefore, in order to expand mining operations on a mineral or aggregate site into an area not currently designated for mining, the operator must provide the best information available regarding quantity, quality, and location of the resource in the proposed expansion area to update plan data. An ESEE analysis shall be required if the expansion area is found to be a significant Goal 5 resource based on location, quality, and quantity information.***

**Finding:** The Mining Area will be added to the County's Aggregate Inventory as an expansion site. Applicant has provided evidence regarding location and quality of the resource. The Planning Commission finds that the County can identify the Mining Area as a significant (1C) aggregate site. An ESEE analysis is required and discussed below.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

## **STEP TWO**

### **(IDENTIFY CONFLICTS)**

#### **OAR 660-016-0005(1):**

**It is the responsibility of local government to identify conflicts with inventoried Goal 5 resource sites. This is done primarily by examining the uses allowed in broad zoning districts established by the jurisdiction (e.g., forest and agricultural zones). A conflicting use is one which, if allowed, could negatively impact a Goal 5 resource site. Where conflicting uses have been identified, Goal 5 resource sites may impact those uses. These impacts must be considered in analyzing the economic, social, environmental and energy (ESEE) consequences.**

**Finding:** The County must identify negative impacts on the resource site; not negative impacts from the resource site on surrounding land uses unless the County finds those negative impacts may eventually come back to negatively impact the resource site. The County may consider any present or potential future allowed land uses in the impact area and any incidental uses reasonably connected to those allowed land uses. For instance, evidence in the record of neighbors of the resource site frequently or potentially contacting DOGAMI/DEQ/the County with complaints regarding the resource site's operation and/or permit violations, thus forcing a change in behavior of the resource site operator, is an appropriate example of an identification of conflicts. Similarly, "if operation of an aggregate mine (a Goal 5 resource) were predicted to engender social protests or economic boycotts because of perceived negative impacts of the resource on local residents, such activity might be deemed a 'negative impact' on the Goal 5 resource itself." *Hegele v. Crook County*, 190 Or. App. 376, fn. 4 (2003).

Appendix A of Crook County Comprehensive Plan (Ord. 43, pg. 21) identifies uses for the Recreation Residential Mobile Zones (RR(M)-2), which has since been rezoned to what the County has today of Recreation Residential Mobile Zone (RR(M)-5). As uses have also been updated, identified uses listed are from the Crook County Code, Chapter 18.40 Recreation Residential Mobile Zone:

Uses Permitted Outright: Single-family dwellings, farming, utility facility necessary to serve the area or county, public park, recreation area, community or neighborhood center, other public uses or buildings necessary to serve the recreation residential needs for the area, subdivisions, planned unit developments, land partitioning, church or other place of worship, noncommercial wind energy system, meteorological towers, and noncommercial photovoltaic energy systems.

Conditional Uses: Private parks, campground or picnic grounds, hunting and fishing preserves, commercial recreation use (including but not limited to stables, resort, gun club, traveler's accommodations, and recreational or organizational camp), dude or guest ranch, golf course, mobile home park, commercial activity directly related to recreation (including but not limited to motel, food and beverage establishment, recreation vehicle gasoline service station, recreation vehicle rental and storage facility and give or sporting goods store), water supply and treatment facility, solid waste disposal site and facility, airport or airfield, operations for the exploration, mining and processing of geothermal resources, aggregate and other mineral resources, home occupations, residential facility, noncommercial wind energy systems and meteorological towers that do not meet the requirements of CCC 18.162.010, noncommercial photovoltaic energy systems that do not meet the requirements of 18.162.020, and commercial power generating facilities.

Aggregate mining is a conditional use in Recreation Residential Mobile Zone, RR(M)-5, (Crook County Code 18.40.020(11)). Any of the permitted or conditional uses could result in negative impacts to mining operations if future developers or property owners were to complain about the mining operation resulting in changes to the mining operations or increased costs for operations.

In summary, there are thirty-nine (39) tax lots affected by the 1,500-foot impact area (Table 1). Twenty-four (24) of the thirty-nine (39) tax lots contain single-family dwellings, and fifteen (15) dwellings are within the impact area. Per RR(M)-5 zoning, which outright allows residential use, it is likely additional dwellings will be constructed in the impact area. Accordingly, the Planning Commission finds the existing residential uses in the area to be conflicting uses.

As stated in the Applicant's Burden of Proof (page 7):

*"The Court found that the record clearly established a need for the aggregate resource in the Juniper Canyon area because the area was one of the fastest developing areas in the County and the demand for aggregate resources is and will remain high. Therefore, the Cou[r]t concluded the limiting access to this resource will negatively affect the development of the entire area. In addition, the conflicting uses will be beneficiaries of the resource in the material will be available for the support and development of the conflicting uses for road, foundation and other purposes.*

*The Court also found that the likelihood of complaints and enforcement issues would be remote given the lack of objection by those affected within the Impact Area to the resource use and the commitment of virtually all property owners within the Impact Area (by means of waivers of remonstrance) to not challenge the use. As such, the conflicting uses, while potentially having an impact on the site, will not significantly affect the use of the site.*

*The site is identified as having potential and actual conflicting uses or conflicting applicable requirements of other state-wide planning goals. The Applicant contends that*

*the proposed site should be included as an inventoried site on the Crook County Comprehensive Plan.”*

The Planning Commission finds there are not recorded waivers of remonstrance as noted by the Applicant for, “virtually all property owners within the Impact Area”. Since there are potential conflicts, the impacts of the residential use on the adjacent and nearby uses must be examined through an ESEE analysis (Step 3).

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission’s findings as their own.

**Ordinance 43, Section 3(B)(1)(a),(c), (d)**

**Definition of Conflicting Uses.** Conflicting uses are those existing or potential uses, allowed outright or conditionally within a zoning district, which, if allowed within the impact area surrounding a resource site, could negatively impact that Goal 5 resource site by impeding the extraction of the resource, or which could impose limitations on efficient and economic mining activities.

**Definition of Impact Area.** The impact area is that area surrounding and near a Goal 5 mineral and aggregate resource site wherein the presence or application of a conflicting use that is allowed outright or conditionally in the surrounding broad zoning district would adversely impact the resource site by limiting the mining or processing of the resource.

**Description of Impact Area.** Unless otherwise indicated in the text of this Plan or on the respective resource site and impact area map, the impact area is that property extending outward from the resource site boundary to a distance of five hundred (500) feet.

**Finding:** The definition of “conflicting uses” in Ordinance 43 is consistent with how the County applied OAR 660-016-0005(5)(1) above. Moreover, Applicant has suggested a 1,500-foot impact area (see Figure 2), to be consistent with the original Bartels Site. This request is consistent with Ordinance 43, as the 1,500-foot impact area was determined by the former County Court, as discussed above under the proposed findings for OAR 660-016-0000(2).

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission’s findings as their own.

**OAR 660-016-0005(2):**

***Preserve the Resource Site: If there are no conflicting uses for an identified resource site, the jurisdiction must adopt policies and ordinance provisions, as appropriate, which ensure preservation of the resource site.***

**Finding:** This section is not applicable because there are conflicting uses as found above.

**Policy 6:**

***A mineral and aggregate resource site that is not on the Crook County Goal 5 inventory or that is listed as a 1B site shall be placed on the inventory of significant sites and shall be conserved and protected for surface mining after all the following conditions are met:***

\*\*\*\*

- (c) ***There are no conflicting uses [or] the ESEE analysis results in a determination that the resource is important relative to conflicting resources, uses and [other] applicable statewide planning goals.<sup>5</sup>***

**Finding:** As noted, when previously discussing Policy 6, there are conflicting uses. Thus, the Mining Area cannot be added to the County's Aggregate Inventory as a 3A site. Instead, because of the conflicting uses, the County must complete an ESEE analysis (Step 3).

This concludes Step Two. The next step is to complete an ESEE analysis.

**STEP 3**

**(ESEE ANALYSIS)**

**OAR 660-016-0005(3):**

***Determine the Economic, Social, Environmental, and Energy Consequences: If conflicting uses are identified, the economic, social, environmental and energy consequences of the conflicting uses must be determined. Both the impacts on the resource site and on the conflicting use must be considered in analyzing the ESEE consequences. The applicability and requirements of other Statewide Planning Goals must also be considered, where appropriate, at this stage of the process. A determination of the ESEE consequences of identified conflicting uses is adequate if it enables a jurisdiction to provide reasons to explain why decisions are made for specific sites.***

**Finding:** The Applicant acknowledges in the Burden of Proof, on page 7, that conflicting uses have been identified and the ESEE consequences of the conflicting uses must be determined. Based on staff analysis in Step 2 (above), it concurs that there are conflicting uses.

A proper ESEE analysis is even-handed and applies the significant relevant evidence in the record from both sides to consider fully the economic, social, environmental, and energy consequences in a two-way conflict analysis. The ESEE analysis is discussed below.

---

<sup>5</sup> Policy 6(c) as written in Ordinance 55 is as follows:

*There are no conflicting uses of the ESEE analysis results in a determination that the resource is important relative to conflicting resources, uses and thither applicable statewide planning goals.*

The two identified apparent errors make the Policy unclear and are inconsistent with how the Policy was stated in Ordinance 55. Therefore, staff has inserted the original language from Ordinance 55.

The intent of an ESEE analysis is to weigh the economic, social, environmental and energy consequences (both positive and negative) of protecting the aggregate site as a significant Goal 5 resource. The ESEE analysis provides the basis for the County to weigh the values of competing uses and the consequences of permitting or prohibiting resource and conflicting uses. The ESEE analysis considers not only the consequences associated with protecting the resource but also considers the consequences of mining and processing the aggregate resource. The ESEE analysis applies to all conflicting uses within the 1,500-foot impact area surrounding the proposed mine site. As discussed, there are thirty-nine (39) properties affected by the impact area. The uses on these properties are identified on Table 1.

The Planning Commission has reviewed the Applicant's Burden of Proof along with the generic and specific ESEE analyses provided in the Comprehensive Plan for other inventoried aggregate sites. Based on that review, the Planning Commission recommends the following ESEE analysis.

#### **A. Economic Consequences**

Property values on adjacent lands are always a concern with a mining operation. The properties surrounding the Mining Area are all zoned RR(M)-5. Fifteen (15) have residential dwellings in the impact area, though it is possible that all lots could have dwellings within the impact area as they are zoned to have residential uses outright. It is also possible that there are existing farm uses in the impact area, as three (3) lots (east of Juniper Canyon Rd.) are taxed as farmland, per the Assessor's database, shown in Table 1.

The Applicant addresses the potential economic impacts to surrounding properties in the Burden of Proof on pages 7 and 8:

*"Typical impacts of mining are noise, dust, truck traffic to and from the site, consumption of water, either from wells on-site or off-site or from irrigation ditches, employee traffic to and from the site, and other consequences that might inhibit the operation of conflicting uses within the impact area. The negative economic consequences of such impacts are typically expressed as the potential or loss in property values of nearby land uses and the wear and tear on roads over which the aggregate is transported. These are generally the objections raised in opposition to such sites.*

*However, the mining of the aggregate provides for well-paying employment at the resource site itself and for the transportation of the aggregate as well as contributes to the continuation of jobs as local development and construction sites. The Court also found that the particular resource is located such as to provide nearby resources in an underserved part of the County in terms of commercial aggregate material and that such material is essential to the existing demand for growth and development of the area. The Court agreed that the existence of the resources at the site will contribute to a competitive rate for material cost to those who need the resource."*

The economic benefit of allowing the mining operation includes having an aggregate resource available to support economic development in the surrounding area. The Planning Commission further notes that the rock on the site appears to be a high-quality basalt that may have an economic benefit to the County as the rock is better than most in Central Oregon. Not allowing mining on the site will potentially reduce the economic return on the land for the owner of the Mining Area.

Complaints from conflicting uses could have a negative economic consequence on the mining operation by requiring changes to operations.

The Crook County Board of Commissioners agree with the Planning Commission's findings, with the addition of, but not limited to, the following: (1) potential structural and well damage to neighboring properties; (2) potential loss in property values of up to 30% in the direct vicinity and lesser amounts further out (Ex. 57); and (3) a potential economic loss to properties in the impact area of \$2.37 million (Ex. 59).

## **B. Social Consequences**

Positive social impacts of the proposed mining operation will include continued opportunities for employment, tax revenue and local aggregate supply produced by the operation.

It is common for resource uses to create negative impacts including a reduction in the rural quality of life, heavy truck traffic, noise and dust. Fugitive dust may impact existing residential uses and potential uses. Blasting can negatively impact the rural quality of life. The Planning Commission notes that lights from the mining operation may have a negative social consequence due to the impact on nearby residential uses.

The Applicant lays out several arguments of social consequences to neighbors in the impact area starting on page 8 of the Burden of Proof. The Applicant indicates there will not be a significant impact on scenic vistas as the site cannot be seen from surrounding residences and blasting only takes place a few days a year at the existing Bartels Site. The Applicant also states that:

*“The Court found that there is no evidence to support a conclusion that there will be a negative effect upon the residential properties within the Impact Area in terms of property values, in part because the waiver of remonstrance that all of the properties within the Bartels prior ownership have agreed to be bound by.”*

As noted, it does not appear that waivers of remonstrance have been recorded on all properties in the impact area. A waiver of remonstrance was located (MF2005-203625) for phase 1 of Cimmaron hills, however no subsequent recorded documentation has been provided by Applicant or identified by staff.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own, with the following additions: further social consequences to neighboring conflicting uses include (1) the threat of injury to children or pets from too-near operations (Ex. 54); (2) nearby blasting that is jarring to residents and may damage foundations or walls (Ex. 56); and inescapable, consistent noise disruption (Brenda Carter April 5, 2025 testimony).

## **C. Environmental Consequences**

Potential negative environmental impacts from allowing the use often include increased dust and disruption to wildlife by noise and mining activities. The site is within general deer winter range and blasting and crushing during winter could adversely impact wildlife. Any existing residential uses and potential uses in the impact area could be negatively impacted by dust. Additionally, where there is increased human activity, there is a risk of increased fire risk.

The Applicant states dust can be controlled by a dust management program, which will continue from the Bartels Site, with seeding, mulching, and/or water.

There is no indication that groundwater will be encountered during mining operations. However, if it is, this could negatively affect the groundwater in the area. The Applicant has stated in the Burden of Proof, page 13, that the requirements of Oregon Department of Environmental Quality, Oregon Department of Fish and Wildlife, Oregon Department of Water Resources, and DOGAMI will be met.

Certain comments state a concern about the impact to groundwater. Applicant states that this will be a dry mine site (meaning they will not be mining in the groundwater). Water will be used for dust abatement and crushing operations.

The Applicant states that the site reclamation will be a positive environmental consequence.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own, including further evidence of persistent fugitive dust (Ex. 58).

#### **D. Energy Consequences**

The negative consequences of allowing mining operations would be an increase in energy consumption. Energy would be consumed in the form of fuel expenditures needed to run heavy equipment and processing equipment as well as fuel expended in transportation of the aggregate product to market.

Positive energy consequences include decreased energy consumption for delivery of the resource to the many developing lots within the Juniper Canyon area, compared to other sites out of the area.

The Crook County Board of Commissioners agreed with the Planning Commission and adopts the Planning Commission's findings as their own.

#### **Conflicts with Statewide Planning Goals.**

OAR 660-16-0005(3) requires local governments, in analyzing the ESEE consequences of conflicting uses, to also consider the applicability and requirements of other Statewide Planning Goals.

**Goal 1 – Citizen Involvement:** Crook County requires notice to adjacent property owners of public hearings before the Planning Commission and the Board of County Commissioners prior to adoption of any comprehensive plan amendment. In addition, public notice is provided through the local newspaper. Information relating to the hearing (e.g., the staff report and exhibits) is available on the County's website and hard copies are available to the public when requested. Notice of the proposed plan amendment was also provided to the Department of Land Conservation and Development. The Planning Commission conducted one evidentiary hearing and a hearing for deliberations only, and the Board of County Commissioners will hold two hearings before approving or denying the amendment.

**Goal 2 – Land Use Planning:** This decision will be subject to the policies and processes of Crook County's Comprehensive Land Use Plan, Ordinances, the County's zoning code (Chapter 18), applicable criteria in Oregon Revised Statutes and Oregon Administrative Rules. It will also meet the Goal 2 requirements regarding land use planning.

**Goal 3 – Agricultural Lands:** The subject property and properties in the Impact Area are zoned residential recreational not zoned agricultural. Goal 3 is not applicable. However, farm use is an outright use in the zone RR(M)-5 and three (3) parcels in the Impact Area (notably across Juniper Canyon Rd.) are found to be assessed for farm use. According to the Applicant on page 12 of the Burden of Proof:

*“There is adjacent land within the Impact Area that is used for agricultural purposes, but the owner of that property has no objection to the use of the resource.”*

**Goal 4 – Forest Lands:** There are no forest lands in the vicinity of the subject property. Forest lands will not be impacted. There is no conflict with Goal 4.

**Goal 5 – Natural Resources, Scenic and Historic Areas, and Open Spaces:** Applicant proposes to add this site to the Goal 5 inventory of significant aggregate resource sites. The County has not identified any significant groundwater resources in the area surrounding the proposed mine site. The subject property is in the General Deer Winter Range, though the Applicant stated the property is not used by wildlife and is already disturbed by surrounding uses.

**Goal 6 – Air, Water and Land Resources Quality:** Goal 6 relates to protection of air and water quality. The operation of the aggregate mining site will be conducted in compliance with all other applicable state and local permits and regulations. DOGAMI has oversight responsibility for mining operations and final reclamation. Dust control is a required component of the operating plan. DEQ permits will be required for stormwater management and a dust control plan will be reviewed by DEQ to address air quality concerns.

**Goal 7 – Areas Subject to Natural Disasters and Hazards:** The proposed mine site is not recognized as being an area subject to natural disasters or hazards. There is no conflict with Goal 7.

**Goal 8 – Recreational Need:** While the zoning of the property is Residential Recreational, the proposed mining operation will not impact recreational needs or areas planned for recreation. There are no public recreation uses within the Impact Area. There is no conflict with Goal 8.

**Goal 9 – Economy of the State:** Development of the aggregate site is consistent with Goal 9 because aggregate is a necessary commodity for road and building projects. A local source of aggregate provides an economic benefit to Crook County and the Central Oregon region.

**Goal 10 – Housing: Development.** The Applicant provided information for this Goal on 14 of the Burden of Proof:

*“The subject parcel is landlocked, and the active mine and 30’ cut wall in the Bartels mining pit prevent the applicant from taking residential access across that parcel to Juniper Canyon Road. Therefore, there is no feasible access to the parcel. Without access is not suitable for housing and is not “buildable land”. Use of the site for mining will, therefore, not reduce the areas available for housing. After combining the parcel with the Bartel Site located on Tax Lot 400, and reclamation of the sites is complete, the parcel may be buildable.”*

Staff’s research found recorded access and public utility easements to the subject property, lot 15 of Cimmaron Hills phase 2. As recorded on the phase 2 subdivision plat (MF2007-219604), a 50-foot access and public utility easement to lot 15 is shown and further recorded on a written easement (MF2007-219777). Staff notes that lot 15 could be a residential, potentially buildable lot. The Planning Commission weighed the evidence to determine conflicts with Goal 10. Ultimately, the Planning Commission decided that there is not a conflict Goal 10 because the goal is focused ensuring adequate buildable lands in urban and urbanizable land. It further finds that the lot can be made buildable after proper reclamation.

**Goal 11 – Public Facilities and Services:** No new public services will be required to support development of the aggregate resource site. An existing County Road (Juniper Canyon Rd.) will be used for traffic associated with the site and no new connections to County roads are required.

**Goal 12 – Transportation:** Development of the proposed aggregate resource site does not conflict with the Crook County Transportation Plan or Goal 12. The site is located adjacent to the existing pit and will continue to use the existing access point from Juniper Canyon Rd. No new access points are needed or requested. No new access to County roads is required. No additional traffic will be added to the site, as the operation remains the same, only additional resource to mine.

**Goal 13 – Energy Conservation:** Development of an aggregate resource site in Crook County reduces the consumption of energy needed to move aggregate from locations farther away. The proposed site is consistent with Goal 13.

**Goal 14 – Urbanization:** This proposal does not include expansion of any urban growth boundary. This area has not been considered for UGB expansion. If the area is considered for urbanization in the future, the reclaimed site could be available for development.

With the adoption of the ESEE analysis, Step 3 is complete. The next step is to develop a program to achieve Goal 5.

#### **STEP 4**

#### **(PROGRAM TO ACHIEVE GOAL 5)**

#### **OAR 660-016-0010(2)-(3):**

***Based on the determination of the economic, social, environmental and energy consequences, a jurisdiction must “develop a program to achieve the Goal.” Assuming there is adequate information on the location, quality, and quantity of the resource site as well as on the nature of the conflicting use and ESEE consequences, a jurisdiction is expected to “resolve” conflicts with specific sites in any of the following three ways listed below. Compliance with Goal 5 shall also be based on the plan’s overall ability to protect and conserve each Goal 5 resource. The issue of adequacy of the overall program adopted or of decisions made under sections (1), (2), and (3) of this rule may be raised by the Department or objectors, but final determination is made by the Commission, pursuant to usual procedures:***

***(1) Protect the Resource Site: Based on the analysis of the ESEE consequences, a jurisdiction may determine that the resource site is of such importance, relative to the conflicting uses, and the ESEE consequences of allowing conflicting uses are so great that the resource site should be protected and all conflicting uses prohibited on the site and possibly within the impact area identified in OAR 660-016-0000(5)(c). Reasons which support this decision must be presented in the comprehensive plan, and plan and zone designations must be consistent with this decision.***

***(2) Allow Conflicting Uses Fully: Based on the analysis of ESEE consequences and other Statewide Goals, a jurisdiction may determine that the conflicting use should be allowed fully, notwithstanding the possible impacts on the resource site. This approach may be used when the conflicting use for a particular site is of sufficient importance, relative to the resource site. Reasons which support this***

**decision must be presented in the comprehensive plan, and plan and zone designations must be consistent with this decision.**

**(3) Limit Conflicting Uses: Based on the analysis of ESEE consequences, a jurisdiction may determine that both the resource site and the conflicting use are important relative to each other, and that the ESEE consequences should be balanced so as to allow the conflicting use but in a limited way so as to protect the resource site to some desired extent. To implement this decision, the jurisdiction must designate with certainty what uses and activities are allowed fully, what uses and activities are not allowed at all and which uses are allowed conditionally, and what specific standards or limitations are placed on the permitted and conditional uses and activities for each resource site. Whatever mechanisms are used, they must be specific enough so that affected property owners are able to determine what uses and activities are allowed, not allowed, or allowed conditionally and under what clear and objective conditions or standards. Reasons which support this decision must be presented in the comprehensive plan, and plan and zone designations must be consistent with this decision.**

**Finding:** The Planning Commission finds that the resource use be allowed and that conflicting uses be limited by designating the site as a “3C” site, consistent with subsection (3) above. Evidence in the record and the findings above, indicate that existing residential uses and potential uses in the impact area should not be prohibited. Reasons for this determination relate to the potential impact to existing uses and potential uses within the proposed mining operation’s impact area. Impacts associated with dust, noise, and potential impacts to groundwater resources are primary concerns. These impacts can be mitigated to some extent.

Based on an analysis of the ESEE consequences, the Board of Commissioners notes the following:

- The ESEE analysis identified both positive and negative consequences associated with mining operations.
- Economic consequences favor balancing the conflict between the mining operation and the conflicting uses.. There is evidence that the proposed mining operation will have an economic benefit, to the owner of the Mining Area. However, there is also evidence that neighboring properties will suffer a reduction in property values and possible structural and well damage.
- Social consequences favor balancing the conflict between the mining operation and the conflicting uses. The social benefits of allowing the resource use include employment opportunities, tax revenue, and local aggregate supply. The social consequences to the conflicting uses include a reduction in the rural quality of life from traffic, dust, and noise and lighting, as well as a threat of injury to children and pets.
- Environmental consequences favor balancing the conflicts between the mining operation and conflicting uses. Concerns that mining operations may impact wildlife during the winter. Further, where there is increased human activity, fire risk increases. Reasonable conditions can be adopted to protect potential environmental impacts without significantly impacting mining operations. Reasonable conditions relegating dust to protect residential uses, as well as conditions relating to traffic without significantly impacting the mining operation.
- Energy consequences favor resource use. Energy impacts from or to the conflicting uses are minimal. Energy benefits from the resource use derive from the reduction in transportation of aggregate materials to local and regional construction projects.
- Based on the ESEE analysis, both the resource site and conflicting uses are important relative to each other, and the ESEE consequences should be balanced to allow the conflicting uses.

The Planning Commission recommends a Program to Achieve Goal 5, based on the ESEE analysis and other Statewide Goals, that the resource use and conflicting uses should be balanced relative to each other with a “3C Plan.” The Crook County Board of Commissioners agree with the Planning Commission’s findings, with the additions to the program to achieve below in *italicized font*. The additions from the Board of Commissioners, especially those following the supplemental record period, reflect the Board’s best attempt at balancing conflicts pursuant to the ESEE analysis in a difficult situation. The Board considered leaving the setbacks as they were prior to the supplemental record period (200 feet from the Carter dwelling), but determined that a set distance from the Carter property line would be more clear to the parties involved and eliminate the need for a survey with an arch. The Board acknowledged that through this difficult attempt to balance conflicts, none of the parties would be truly happy.

The following conditions are recommended to achieve Goal 5:

**PROGRAM TO ACHIEVE GOAL 5:**

**General Requirements:**

**Conditional Use Permit:** Before operating in the Mining Area, a conditional use permit must be obtained. The conditional use permit will be subject to all applicable criteria, *unless specifically addressed elsewhere in this Program to Achieve*, as in effect at the time the conditional use permit is applied for, and/or any other provisions of Crook County Code Title 18 that may apply.

**Site plan:** Applicant shall submit an updated site development plan to the Crook County Community Development Department reflecting required setbacks and is consistent with applicable conditions of land use approval.

**Water rights:** The Applicant proposes a dry mining operation. The Applicant shall confirm this at the time it applies for a condition use permit. If Applicant’s operation requires water rights, Applicant shall submit evidence of such water rights for mining and reclamation use to the Crook County Community Development Department prior to use of such water.

**Wildlife:** To protect the wildlife resource, Applicant shall coordinate with ODFW to develop a mitigation plan that minimizes impact to deer between November 1<sup>st</sup> and April 30<sup>th</sup> of each year. A copy of such mitigation plan shall be provided to the Crook County Community Development Department.

**Fire Protection:** The Applicant shall coordinate with the Crook County Fire and Rescue District for the purpose of implementing a fire protection plan to protect the site and surrounding properties. Such plan shall be submitted by the Applicant at the time of submittal for a conditional use permit to operate the site and shall be approved by the Planning Commission.

**Quality of Life Concerns:**

**Setbacks:** *Excluding tax lot 1616120000501 and land in common ownership of the owner of the Mining Area*, to minimize impacts to neighboring properties, no active mining shall occur closer than 50 feet from property lines of the subject property. Overburden and topsoil may be placed in the setback so long as it is stabilized so that fugitive dust does not enter adjacent properties. No structures shall be placed in the setback area, nor shall any equipment be stored in the setback area. *Vegetation shall remain in the 100-setback for natural screening, subject to the Fire Protection Plan of the Crook County Fire and Rescue District. The setbacks should be measured and staked so the neighbors and the operator can identify the setback. Setbacks shall be 100 feet from the property line of tax lot 1616120000501 and 100 feet from*

existing dwellings on all other tax lots. No house may be built within 50 from the property lines of the site on currently vacant lots.

**Access:** Access to the subject property shall be limited to the existing access on Juniper Canyon Rd.

**Dust Mitigation:** Applicant shall control all fugitive dust emissions associated with all extraction and processing operations onsite. Excepting actively mined areas, Applicant shall stabilize all disturbed areas to minimize dust using hydro-seeding or other soil stabilization methods consistent with the Dust Management Plan. Internal roads should be watered during operations if necessary to prevent fugitive dust from leaving the property. The Dust Management Plan shall be submitted and approved by the Planning Commission at the time the Applicant submits its conditional use permit.

A contact person representing the aggregate operator shall be named and all appropriate contact information shall be provided to Crook County Community Development and to any neighbor that requests such information so the aggregate operator can be contacted if dust is being released.

**Noise:** The County has no noise ordinance, but noise is regulated by the Oregon Department of Environmental Quality. To the extent applicable, Applicant shall comply with all noise regulations. Blasting shall be subject to reasonable restrictions consistent with the approval for the Bartels site, *unless specifically addressed elsewhere in the Program to Achieve.*

**Reclamation:** Upon completion of mining, Applicant agrees to reclaim the Mining Area. Overburden and topsoil will be replaced in accordance with an approved reclamation plan from DOGAMI.

All reclamation activities shall be subject to a reclamation plan approved by DOGAMI. Applicant shall work with the property owner to ensure that reclamation is carried out in a manner that restores the property to its condition prior to the start of mining operations. *The property shall be reclaimed to a residential site.*

**Groundwater:** It is not anticipated that groundwater will be encountered while mining the Mining Area. However, if it is, the Applicant shall notify the Crook County Community Development Department and seek an amendment to this Program to Achieve to ensure that the groundwater resource is protected. Mining operations are not permitted in groundwater.

**Lighting:** All standards listed in CCC 18.126, as in effect at the time the conditional use permit is applied for, shall be met by the Applicant.

**Hours of Operation:**

(a) June 1st through October 31st: 6:00 a.m. to 9:00 p.m., Monday through Friday. 8:00 a.m. to 5:00 p.m., Saturday.

(b) November 1st through May 31st: 7:00 a.m. to 6:00 p.m., Monday through Friday. 8:00 a.m. to 5:00 p.m., Saturday.

(c) No operations shall be conducted on Sundays or the following legal holidays: New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, Christmas Day.

**Crushing:**

*(a) June 1st through October 31st: 7:00 a.m. to 9:00 p.m., Monday through Friday. 8:00 a.m. to 5:00 p.m., Saturday.*

*(b) November 1st through May 31st: 7:00 a.m. to 6:00 p.m., Monday through Friday. 8:00 a.m. to 5:00 p.m., Saturday.*

*(c) No operations shall be conducted on Sundays or the following legal holidays: New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, Christmas Day.*

**Blasting:**

*(a) Blasting shall be restricted to the hours of 10:00 a.m. to 4:00 p.m., Monday through Friday. No blasting shall occur on Saturdays, Sundays or legal holidays.*

*(b) The operator shall be responsible for notifying the owners and inhabitants of conflicting uses located within 1,500 feet of the blasting site by written notice delivered by certified mail to be received by each person entitled to notice at least 7 business days prior to the time the blasting will occur. The notice shall include contact information of the blasting contractor for immediately adjacent neighbors, with a dwelling within 300 feet, who want to have pre-blast surveys and seismic readings recorded during blasting. Any seismic readings recorded shall be provided to the Crook County Planning Department.*

**Land Uses**

**Mining Area:** The Mining Area shall be preserved and used for resource use, as described herein and in accordance with, this Program to Achieve and any related operating permit issued by DOGAMI and Crook County.

**Impact Area:** All allowed and conditional uses permitted by the applicable zoning ordinance may be allowed in the impact area. Reasonable conditions may be applied to limit conflict with the resource use on the Mining Area. A waiver of remonstrance shall be required from any applicant seeking approval of an allowed or conditional use permit in the impact area confirming that they will not object or complain about the mining operation on the subject property.

**VI. DECISION**

The Crook County Board of Commissioners finds there is enough evidence based on the above findings of fact and the materials in the record to meet the criteria, to amend the Crook County Comprehensive Plan to include the Subject Property as a 3C site and to include the ESEE analysis and Program to Achieve described above.

**Respectfully submitted:**

---

**John Eisler, Director  
Community Development**

DATED this \_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
**Brian Barney  
County Commissioner**

\_\_\_\_\_  
**Susan Hermreck  
County Commissioner**

\_\_\_\_\_  
**Seth Crawford  
County Commissioner**

## AGENDA ITEM REQUEST



**Date:**

**Meeting date desired:**

**Subject:**

**Background and policy implications:**

**Budget/fiscal impacts:**

**Requested by:**

**Presenters:**

**Legal review (only if requested):**

**Elected official sponsor (if applicable):**



# **Crook County**

Mailing: 300 NE 3<sup>rd</sup> Street • Prineville, Oregon 97754  
Physical: 203 NE Court Street • Prineville, Oregon 97754  
Phone (541) 447-6555

## **Mental Health Awareness Month Resolution**

**“Proclamation Declaring May as Mental Health Awareness Month”**

**WHEREAS**, nearly one in five adults and one in five adolescents in the United States live with a mental illness; and

**WHEREAS**, Mental health impacts a person’s emotional, social, environmental, financial and overall well-being, with significant disparities among racially and ethnically diverse communities; and

**WHEREAS**, suicide is now the second leading cause of death for 15-to-24-year-olds, with teenagers experiencing a 17.3% increase in the use of anxiety medications since 2010; and

**NOW, THEREFORE, LET IT BE PROCLAIMED,**

**THAT** the Crook County Board of Commissioners declares May as Mental Health Awareness Month in Crook County, Oregon.

**PASSED AND APPROVED** on this 21<sup>st</sup> day of May 2025.

X

Susan Hermreck  
County Commissioner

X

Brian Barney  
County Commissioner

X

Seth Crawford  
County Commissioner

## AGENDA ITEM REQUEST



**Date:**

**Meeting date desired:**

**Subject:**

**Background and policy implications:**

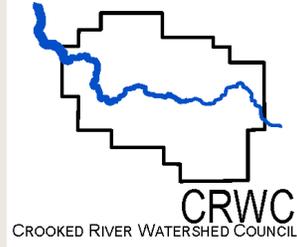
**Budget/fiscal impacts:**

**Requested by:**

**Presenters:**

**Legal review (only if requested):**

**Elected official sponsor (if applicable):**



# **Crooked River Watershed Council**

## **2024 ANNUAL REPORT**



Instream Beaver Dam Analog Project on the Foley Butte project 2024

This report summarizes activities and finances of the council for calendar year 2024. In 2024, several new dynamics emerged that all impact the conservation proposes and pursued by the council. The primary impact amongst the group is centered on project permitting. For project permits associated with any activity occurring below the ordinary high-water mark, the degree of difficulty trend line is clearly against the project. Permits costs and complexity are the drivers of these impacts and for projects with grant awards more than two years old, the permit challenge steepens as we had no ability to foresee some of the ancillary permit needs, such as cultural resource survey reports, thus these project budgets do not address these needs. In late 2024, the council received bids for this specific survey work with the range falling between \$30 and \$60,000. These are not dollar amounts that most councils can address with internal funds or reserves (if available). Project permitting has stymied progress on three major projects in the lower Crooked River and staff are expending inordinate amounts of time to navigate the new permitting terrain.

The only other major hurdle to completing additional conservation work in the watershed is funding constraints. Our primary grant funder, the Oregon Watershed Enhancement Board (OWEB) has made many substantial changes in their grant program over the last few years, many of them somewhat to significantly impact council operations. A notable change is OWEB increasing the amounts of funds directed to land acquisition and other new programs. Some changes have been positive, such as the new online 'dashboard' that has streamlined and highly simplified the reimbursement request and grant timeline extension process.

Overall, 2024 was a productive year with several large projects progressing towards final design under the USDA-NRCS Regional Conservation Partnership Program grant received by the council in 2018. Engineered designs for landowner projects in the lower Prineville valley below Prineville were advanced through the design development process in coordination with NRCS engineering staff. This grant expired at the end of August so any landowner project designs not fully completed will need a new source of support to take them to final form.

In the larger geography identified as the upper Crooked River, or 'upper country', the council's actions focus on broad watershed health and function issues to recreate conditions supporting natural capture, storage, and safe release of water. A primary and common factor particularly impacting the upper watershed across many acres in the upper country is juniper encroachment. As sites become dominated by juniper, the natural capacity of the watershed to capture, store, and safely release water is compromised. In 2023, staff implemented beaver dam analog project for the Horse Heaven Creek watershed above Prineville Reservoir.

A second phase of a beaver-based restoration project on the Bonnieview ranch near Post was completed in November with only some additional tree and shrub planting left to be addressed in 2025. Beavers are well-known natural water engineers whose activities address our driving principle of retaining water in the watershed as long as possible. Beaver dam analogs (BDAs) are becoming a widely used tool to mimic beaver impacts to small- and medium-sized creeks to achieve similar landscape outcomes and encourage site conditions that support beaver use in the future.

## - Featured Project -

### Foley Butte Holistic Restoration

Progress on this project in 2024 included the addition and replacement of pasture fences and the implementation of instream structures mimicking natural fallen timber and accumulated large debris in 0.67 miles of stream. These structures, usually referred to vertical post structures or VPSs are installed in smaller creeks and streams typically located in wider bottom areas and floodplains. They function to redirect water, protect sensitive banks, and build sediment in desirable, natural locations faster than current conditions allow. Much like beaver-built structures VPS can help hold back and retain sediment and nutrients, slow and spread high water, and build floodplain soils. Sediment retention and bank-building are key factors in raising stream bottom elevations leading to stable waterways and enhanced water quality.



*Vertical post structures placed in Allen Creek, the main tributary to McKay Creek*



High water in the winter of 2024 tested the new instream structures on Allen Creek

Approximately 90% of the total fence installation was completed in 2024. The remaining will be erected in 2025. Some of the Aspen stands in the project area will be protected with exclusion fences totaling 1.2 miles. In the next two years the same 0.67 miles treated with instream structures will be enrolled in the CREP program with NRCS and 70 acres of juniper removal will be conducted in 2025.



*New fence section on the Foley Butte Project – Installed in 2024*

Also planned for 2025, are six water developments, all with trough systems that will be placed in strategic upland locations in the Allen Creek drainage to better utilize the entire parcel, increase wildlife watering opportunities, and add long term resiliency to the landscape.

The Foley Butte project was designed to improve watershed conditions and upland habitat. It's location in the McKay Creek watershed added to the urgency for these activities. A large water conservation project is being implemented in this watershed in the next several years to improve fish habitat and increase the fish production values recognized historically as a critical steelhead spawning and rearing area.

## Other Notable Projects in 2024

### *Crooked River Water Quality Partnership*

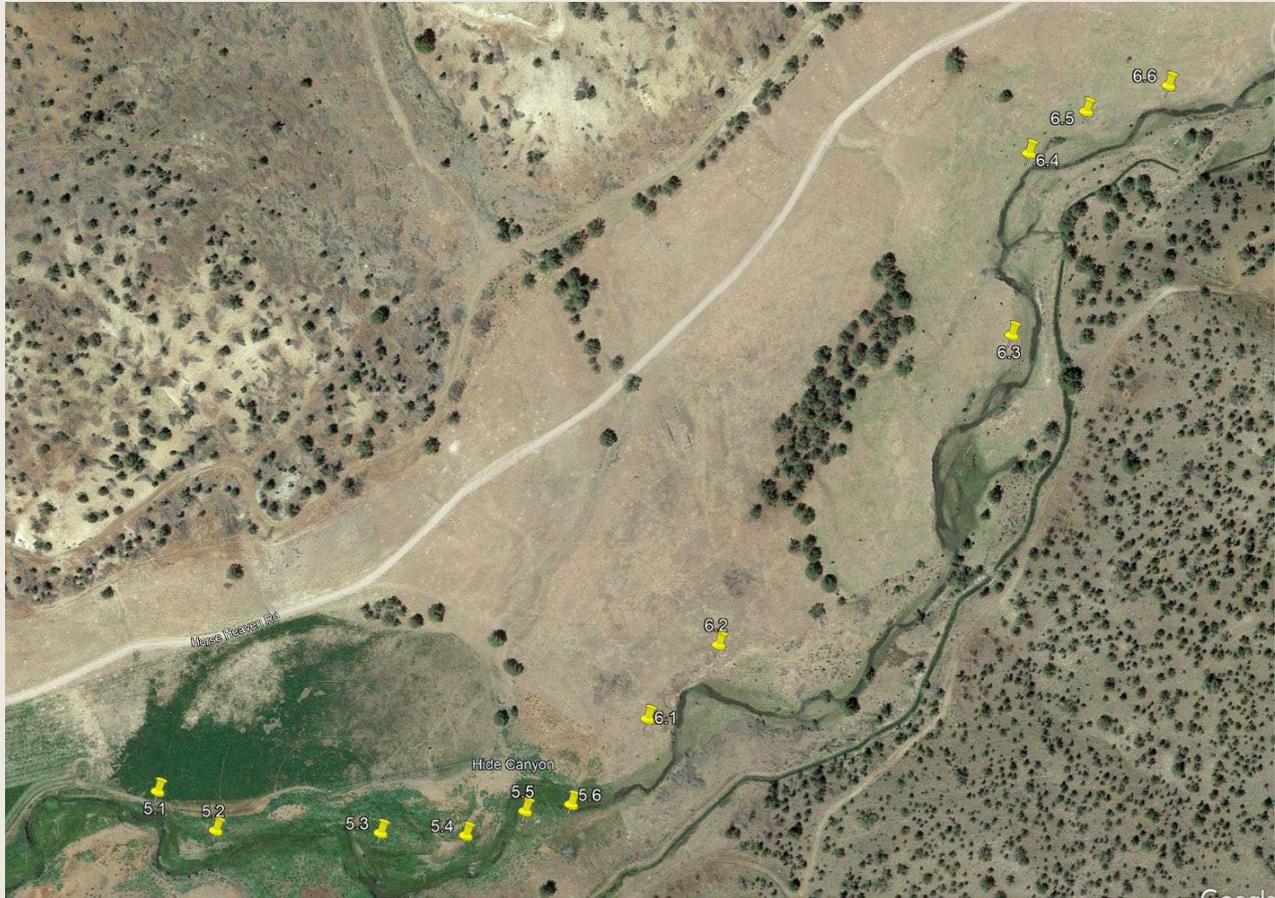
The council continued to engage and support a locally led partnership focused on water quality. A small grant was awarded to the council in April to support data collection and a contract with the U.S. Geological Survey (USGS) to study isotopes of water and nitrates in the lower watershed. This extends an investigative effort initiated in 2020, which itself built on both the current Baseline project data and data collected by the council between 2010 and 2014, for some of the same sample locations. These complementary efforts have now generated enough data through time to begin reasonable interpretations of how the larger watershed collects, impacts, alters, and processes water in terms of chemical transformations at different locations. A more complete understanding of the water quality issue has emerged and increased specificity is becoming available to increase our knowledge and direct actions to address reductions in key constituents.

The USGS isotope study collected samples in 2024, sent them away to their specialty isotope lab in Virginia for analyses. Results are expected back in early 2025. This method is being applied to waters in the lower watershed with the hope of finding enough difference in the isotope signature between known, different origination sources of nitrate. This information is critical in designing the appropriately targeted actions along with the most accurate locations to reduce the sources. The CRWQP will use the results to design and development the next investigative or action steps to address water quality in the watershed.

### *Horse Heaven BeaverHOODs*

This project was the second phase of a project started in 2023. The project built on the previous by adding beaver dam analogs (BDAs) and new vegetation, protected with fencing, in stream reaches in lower Horse Heaven Creek below the reservoir.

Thirty-three BDA and post-assisted log structures (PALs) were installed by Resource Specialists, Inc. in three different reaches interspersed between reaches completed in 2023. Quicksilver assisted with vegetation elements by planting 8,600 plants (cuttings and potted) at 31 locations all caged and protected with woven wire field fence. The project is supported by an OWEB grant and a planning and oversight partner Western Beavers Cooperative.



*Overhead image of lower Horse Heaven Creek with yellow pins representing photo-points near BDA locations for future evaluation and monitoring*

### **Other Major Projects & Activities**

The Baseline Monitoring project continued in 2024. This project focuses on water quality in the lower Crooked watershed. Monthly water samples were collected at 8 sites in the lower Crooked River for 10 months in 2024. The U.S. Bureau of Reclamation laboratory in Boise, Idaho, continued to support sample analyses and cost-shares some of the annual costs. These activities are supported by an OWEB monitoring grant that was extended one year near the end of 2024, and now expires at the end of calendar year 2025. In late 2024, the task of transferring data to Oregon via Oregon Department of Environmental Quality's data portal began in earnest. This complicated data entry task will be a regular activity through the end of the grant.

The data collected will be used by the partnership and others to develop remedial actions to address water quality improvement needs and establish baseline information that can act as a reference point used to compare future restoration work impacts to current conditions.

For upland work, the council applied for two projects in 2024 (OWEB grant program for Region 4).

The USDA-NRCS Regional Conservation Partnership Program (RCPP) grant was closed out in November. This ended a six year in total grant period that delivered restoration project designs for seven landowners located in the lower Prineville valley. These projects focus on addressing issues identified in the Oregon’s Middle Columbia Steelhead Conservation plan (ODFW 2010). Improvement of several habitat issues are featured in the designs – fish cover, bank protection and stabilization, and water quality improvement by reducing sediment delivery. An emerging issue in 2024 impacted these projects in the form of the green mussel conservation requirements. Permitting for these locations has been difficult in the past and council staff expect this to be the case for the foreseeable future.

#### *BRAT Model Calibration Surveys*

This project started in the second half of 2024 after a grant award by the Oregon Department of Fish & Wildlife’s Oregon Conservation & Recreation Fund. There are three elements to be completed in the grant --- data collection to support calibration of the Beaver Restoration Assessment Tool (BRAT) specific to the sage-steppe ecoregion, development of a watershed scale beaver restoration plan, and two, site-specific landowner beaver management plans. The project will continue into and conclude in 2025 with an overall goal of 300 stream reaches surveyed. The project is being conducted in partnership with Oregon and Utah State Universities, Western Beavers Cooperative, ODFW, Bonneville Environmental Foundation, and a wide range of volunteers.



*BRAT survey crew on Marks Creek – late summer 2024*



*Survey crew at S.Fork of the Crooked River – fall 2024*

### **Summary of Major Activities & Accomplishments in 2024**

- 1) Maintained council capacity by securing a service contract with Mark Peterson for specific assigned tasks, mostly associated with managing the USDA-NRCS Regional Conservation Partnership Program (RCPP) grant.
- 2) Awarded two new OWEB grants, one ODFW grant, and one PGE/TNC grant in 2024.
- 3) Continue to meet or exceed the obligations under the new Tri-County CREP contract for Crook County. The program has experienced some slowing due to capacity limits in this NRCS program.
- 4) Staff completed another full year of baseline monitoring in the lower Crooked River. This project focuses on water quality at 8 sites. The project is supported by an OWEB grant that has been extended one year to the end of 2025.
- 5) Completed and submitted four post-implementation status reports for past projects supported by OWEB grant funds, one project completion report, and three project progress reports.
- 6) Applied for four OWEB grants in 2024, and two OWEB Small grants.

The 2024 Council Board included wide representation from local landowners, federal land management agencies, research, state resource agencies, private sector utility, and local government. This diverse group of interests reflects the organizations charter. The council employed two full-time employees through 2024 and worked consistently with two primary project management contractors.

The Confederated Tribes of Warm Springs has a designated seat on the council and has filled it admirably over the last 15 years. However, during the last two years the Tribes involvement in the council has been constrained due to staffing limits with their seat largely going unfilled. Council staff

continue to check-in with tribal staff contacts semi-annually while practicing sensitivity regarding the Tribes current situation. This outreach will continue into 2025 in the same manner.

### **Landowner & Community Outreach**

The council continued landowner engagement and outreach leading to landowner projects in the future. Much of this work in the past was directed to the lower Crooked River geography to support the reintroduction program for steelhead and salmon. In 2024, as a continuation of the shift initiated in 2023, the council is focusing much of its restoration work on McKay Creek, including both upland and floodplain locations. We expect to continue building on momentum generated in 2024 with a technical assistance grant to OWEB in support of a middle McKay Creek project. We expect several more landowner plans to emerge in 2025 perhaps including projects in the tributary Allen Creek.

In 2024, completed outreach activities supporting water quality and beaver re-introduction topics by hosting a booth at the Crook County Fair in August and meeting with landowners individually and in small groups (as opportunities occur).

### **Council Policy Updates**

In 2024, the council staff and board worked in coordination to review and update the Personnel Policy of the organization. All council policies are on a schedule for review and potential updates. For 2025, the Fiscal and Anti-Discrimination policies are scheduled for review.

### **Summary of Finances & Future Projection**

The council continues to rely on grant funds, particularly from OWEB, and infrequent consulting services to support project implementation activities including contracted services, project management & monitoring, and grant administration. As such, the council is persistent in its efforts to develop the next set of projects and activities that will sustain the organization.

#### Year End Financial Information Summary

The total funding taken in and processed by CRWC in 2024 is \$966,790 from all sources. Expenses totaled \$928,177, meaning the council generated a surplus in 2024 of \$38,613. This surplus is largely attributed to the close-out of the NRCS RCPP grant which resulted in a large amount of indirect and salary support. In fact, the council was able to replace it's 2012 Dodge truck with a new, 2023 Ford F-150. This opportunity does not appear often for the council and the new vehicle is anticipated to serve the council well into the current decade.

Year-over-year comparisons for income are presented Table A, below. These figures reveal that the council's total income increased in 2024 by almost \$120,000, or 14%, when compared to 2023. The year-over-year increase is attributed to the NRCS-RCPP project which increased federal funding source levels well above normal.

### **INCOME**

Total income for 2024 was \$966,791. Income derives from several key sources, primarily grant income from the Oregon Watershed Enhancement Board (OWEB) and in 2024, the federal government via the

NRCS-RCPP grant. Not included in the table below is the annual contribution from Crook County of approximately \$28,000 to support the benefits package for the coordinator position.

**Table A. Year-over-Year Income Comparison**

<b>Income Source</b>	<b>Amount 2024 (\$)</b>	<b>Amount 2023 (\$)</b>	<b>Change \$ (+/-)</b>
Contracted Services	25,117	43,069	- 17,952
Donations	0	0	0
Private income	27,000	82,773	- 55,773
Federal grants	562,836	457,910	+ 104,926
Local Government	14,000	0	+ 14,000
State grants	337,838	263,572	+ 74,266
Other	0	0	0
<b>TOTAL</b>	<b>\$966,791</b>	<b>\$847,324</b>	<b>+ 119,467</b>

**End of Year Balance Sheet 2024**

	<u>Dec 31, 24</u>
<b>ASSETS</b>	
First Interstate Bank Savings	55,129.67
First Interstate Bank Checking	77,820.49
Total Checking/Savings	<u>132,950.16</u>
Total Current Assets	132,950.16
Fixed Assets	
Accumulated Depreciation	-9,332.40
Furniture and Equipment	10,542.00
Total Fixed Assets	<u>1,209.60</u>
<b>TOTAL ASSETS</b>	<u><b>134,159.76</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Credit Cards	
Credit Cards	
FIB -2075	947.53
Total Credit Cards	<u>947.53</u>
Total Credit Cards	947.53
Other Current Liabilities	
Employee Benefits Payable	-454.00
Total Other Current Liabilities	<u>-454.00</u>
Total Current Liabilities	<u>493.53</u>
Total Liabilities	493.53
Equity	
Opening Balance Equity	321,031.47
Unrestricted Net Assets	-225,984.05
Net Income	38,618.81
Total Equity	<u>133,666.23</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>134,159.76</b></u>

**EXPENSES**

Total expenses for 2024 were \$928,177. Expenses presented in the next two tables, B & C, are for major expenditures for the year. The bulk of this amount is attributed to contracted services and payroll, at \$731,246, and \$126,273, respectively. These two figures best convey the proportionality of these two key expenses year after year in a consistent manner. As compared to 2023 totals for these two expense categories, contracted service expenses increased by \$60,836, while total payroll decreased from \$147,272 to \$126,273. These two major expense categories account for 92.4% of the total for 2024.

**Table B. Major Expenses (\$) - 2024**

Contracted Services	\$731,246
Payroll (Personnel, Benefits, Taxes, SAIF)	\$126,273

Narrowing the focus to internal or operational expenses for the council, the 2024 internal expenses are graphed and displayed on the next page (Table C). Table C is organized in descending order starting with the highest costs, with the exception of the *Other* expense category which cumulates any minor costs into one figure. Clearly, total contracted services make up the bulk of expenses similar to most years. This pattern is typical, although the actual amounts can fluctuate from year to year, based on project type, scope, scale, staffing levels, and cost increases.



**Table C. Internal Expenses by Category (\$) - 2024**

Payroll (Personnel, Benefits, Taxes; CRWC)	126,273
Automobile (total; new Truck)	32,808
Supplies & Materials	10,008
Rent Expense	6,000
Insurance (total)	4,616
Accounting services	3,472
Project mileage (total)	2,448
Internet & phone	1,723
IT repairs	1,884
Other	7,699
<b>TOTAL Internal Expenses 2023 - Major</b>	<b>\$196,931</b>

Outreach Projects

In 2024 and beyond, the council will continue to seek opportunities to engage the community. We will regularly participate in the annual Paulina Landowner Workshop hosted the Crook County SWCD and remain responsive to landowner needs as they emerge. Post-wildfire recovery needs in 2024 are an example of unplanned but highly necessary activities that often take precedence over other actions even ones in motion. The Crook County Fair in August will continue to be a mainstay activity on our annual outreach calendar.

The Council Coordinator continues to seek new and creative opportunities to enhance long term stability and sustainability of the organization. The development of ecosystem service relationships with corporate, municipal, or other similar partners may be a key activity and may hold the most potential. External private sector funders, such as foundations and corporate sector investors, are expected to play a larger role in underwriting restoration projects developed by the council and collaborating partners into the future.

The Council Board meets monthly in Prineville on the second Thursday. These meetings are open to the public. Please direct any questions, comments, or other input to this Annual Report to Council staff at 541.447.8567, by email to [chris@crwc.info](mailto:chris@crwc.info) , or via the Council’s new website at:

<http://www.crwc.info>

The Mission Statement of the Crooked River Watershed Council (revised 2020):

*To promote stewardship of the Crooked River watershed and its resources from ridge top to river bottom, to capture, store, and safely release water to ensure sustainable watershed health, functions, and uses for optimal conservation and economic benefits*

## AGENDA ITEM REQUEST



**Date:**

5/13/2025

**Meeting date desired:**

5/21/2025

**Subject:**

OHA 2023-2025 Intergovernmental Agreement Amendment 16

**Background and policy implications:**

Amendment 19 to the OHA-LPHA contract (180007) provides

**Budget/fiscal impacts:**

PE36-01 \$99,407 has been removed from this fiscal year and will be reallocated in FY2026. This change was accounted for in the County budget proposal

PE44-01 We are receiving an additional \$7,000 to support Crook Kids Clinic. A budget amendment is in progress to distribute these funds by June 30, 2025

**Requested by:**

Katie Plumb, Health & Human Services Director  
kplumb@crookpublichealthor.gov 541-447-5165

**Presenters:**

Katie Plumb, Health & Human Services Director

**Legal review (only if requested):**

Complete

**Elected official sponsor (if applicable):**

Agreement #180007



**AMENDMENT TO OREGON HEALTH AUTHORITY  
2023-2025 INTERGOVERNMENTAL AGREEMENT FOR THE  
FINANCING OF PUBLIC HEALTH SERVICES**

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

This Nineteenth Amendment (this “Amendment”) to Oregon Health Authority 2023-2025 Intergovernmental Agreement for the Financing of Public Health Services, effective July 1, 2023, (as amended, the “Agreement”), is between the State of Oregon acting by and through its Oregon Health Authority (“OHA”) and Crook County, (“LPHA”), the entity designated, pursuant to ORS 431.003, as the Local Public Health Authority for Crook County. OHA and LPHA are each a “Party” and together the “Parties” to the Agreement.

**RECITALS**

WHEREAS, OHA and LPHA wish to modify the Fiscal Year 2025 (FY25) Financial Assistance Award set forth in Exhibit C of the Agreement.

**AGREEMENT**

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

1. This Amendment is effective on **April 1, 2025**, regardless of the date this amendment has been fully executed with signatures by every Party and when required, approved by the Department of Justice. However, payments may not be disbursed until the Amendment is fully executed.
2. The Agreement is hereby amended as follows:
  - a. Exhibit C, Section 1 of the Agreement, entitled “Financial Assistance Award” for FY25 is hereby deleted and replaced in its entirety by Attachment A, entitled “Financial Assistance Award (FY25)”, attached hereto and incorporated herein by this reference. Attachment A must be read in conjunction with Section 3 of Exhibit C.
3. LPHA represents and warrants to OHA that the representations and warranties of LPHA set forth in Section 4 of Exhibit F of the Agreement are true and correct on the date hereof with the same effect as if made on the date hereof.
4. Capitalized words and phrases used but not defined herein shall have the meanings ascribed thereto in the Agreement.

- 5. Except as amended hereby, all terms and conditions of the Agreement remain in full force and effect.
- 6. This Amendment may be executed in any number of counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original.

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

**7. Signatures.**

**STATE OF OREGON, ACTING BY AND THROUGH ITS OREGON HEALTH AUTHORITY**

Approved by: \_\_\_\_\_

Name: /for/ Nadia A. Davidson

Title: Director of Finance

Date: \_\_\_\_\_

**CROOK COUNTY LOCAL PUBLIC HEALTH AUTHORITY**

Approved by: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**DEPARTMENT OF JUSTICE – APPROVED FOR LEGAL SUFFICIENCY**

*Agreement form group-approved by Lisa Gramp, Senior Assistant Attorney General, Tax and Finance Section, General Counsel Division, Oregon Department of Justice by email on August 14, 2024, copy of email approval in Agreement file.*

**REVIEWED BY OHA PUBLIC HEALTH ADMINISTRATION**

Reviewed by: \_\_\_\_\_

Name: Rolonda Widenmeyer (or designee)

Title: Program Support Manager

Date: \_\_\_\_\_

**Attachment A  
Financial Assistance Award (FY25)**

<b>State of Oregon Oregon Health Authority Public Health Division</b>		
<b>1) Grantee</b> Name: Crook County  Street: 375 NE Beaver St., Suite 100  City: Prineville  State: OR Zip: 97754-1802	<b>2) Issue Date</b> Tuesday, April 1, 2025	<b>This Action</b> Amendment
	<b>3) Award Period</b> From July 1, 2024 through June 30, 2025	

<b>4) OHA Public Health Funds Approved</b>				
<b>Number</b>	<b>Program</b>	<b>Previous Award Balance</b>	<b>Increase / Decrease</b>	<b>Current Award Balance</b>
PE01-01	State Support for Public Health	\$33,687.39	\$0.00	\$33,687.39
PE01-08	COVID Wrap Direct Client Services	\$11,718.76	\$0.00	\$11,718.76
PE01-09	COVID-19 Active Monitoring - ELC	\$99,221.99	\$0.00	\$99,221.99
PE01-10	OIP - CARES	\$0.72	\$0.00	\$0.72
PE01-12	ACDP Infection Prevention Training	\$1,517.82	\$0.00	\$1,517.82
PE10-02	Sexually Transmitted Disease (STD)	\$3,340.68	\$0.00	\$3,340.68
PE12-01	Public Health Emergency Preparedness and Response (PHEP)	\$69,905.00	\$0.00	\$69,905.00
PE13	Tobacco Prevention and Education Program (TPEP)	\$432,015.16	\$0.00	\$432,015.16
PE36	Alcohol & Drug Prevention Education Program (ADPEP)	\$113,862.43	\$0.00	\$113,862.43
PE36-01	OSTPR Board Primary Prevention Funding	\$99,482.00	(\$99,407.00)	\$75.00
PE40-01	WIC NSA: July - September	\$53,121.00	\$0.00	\$53,121.00
PE40-02	WIC NSA: October - June	\$159,364.00	\$0.00	\$159,364.00
PE40-05	Farmer's Market	\$2,366.00	\$0.00	\$2,366.00
PE42-03	MCAH Perinatal General Funds & Title XIX	\$6,421.00	\$0.00	\$6,421.00
PE42-04	MCAH Babies First! General Funds	\$7,138.00	\$0.00	\$7,138.00
PE42-11	MCAH Title V	\$22,127.00	\$0.00	\$22,127.00
PE42-12	MCAH Oregon Mothers Care Title V	\$11,690.00	\$0.00	\$11,690.00
PE43-01	Public Health Practice (PHP) - Immunization Services	\$61,426.00	\$0.00	\$61,426.00
PE43-05	OIP Bridge COVID	\$10,163.00	\$0.00	\$10,163.00
PE44-01	SBHC Base	\$60,000.00	\$7,000.00	\$67,000.00
PE44-02	SBHC - Mental Health Expansion	\$113,236.00	\$0.00	\$113,236.00

4) OHA Public Health Funds Approved				
Number	Program	Previous Award Balance	Increase / Decrease	Current Award Balance
PE46-05	RH Community Participation & Assurance of Access	\$16,879.43	\$0.00	\$16,879.43
PE50	Safe Drinking Water (SDW) Program (Vendors)	\$50,544.13	\$0.00	\$50,544.13
PE51-01	LPHA Leadership, Governance and Program Implementation	\$475,408.86	\$0.00	\$475,408.86
PE51-05	CDC PH Infrastructure Funding	\$121,576.38	\$0.00	\$121,576.38
PE62	Overdose Prevention-Counties	\$102,522.00	(\$30,000.00)	\$72,522.00
PE63	MCAH LPHA Community Lead Organizations	\$74,018.00	\$0.00	\$74,018.00
		\$2,212,752.75	(\$122,407.00)	\$2,090,345.75

5) Foot Notes:	
PE10-02	09/2024: SFY25 Award created solely with rollover of unspent funds from SFY24; no new funds added or will be added; funds to be spent by 06/30/2025.
PE36	7/2024: Funding available 7/1/24-9/30/24
PE36	10/2024: Prior Footnote Null and Void
PE40-01	07/2024: SFY2025 Q1 unspent funds cannot be carried forward to the following Q2.
PE40-05	7/2024: SFY25 Q1 WIC Farm Direct mini grant award available 7/1/24-9/30/24. Unspent SFY25 Q1 funds may be carried over to Q2-4 period with request from grantee and an amendment to extend the SOW dates, for this grant only.
PE40-05	8/2024: Prior Footnote Null and Void

*Comments on following page.*

<b>6) Comments:</b>	
PE01-01	9/2024: Rollover SFY24 unspent funds of \$1,429.39
PE01-08	09/2024: Rollover unspent SFY24 funds of \$11,718.76
PE01-09	9/2024: Rollover unspent SFY24 funds of \$99,221.99
PE01-10	11/2024: rollover unspent SFY24 funds of \$0.72 into SFY25
PE10-02	09/2024: rollover unspent SFY24 funds of \$3,340.68
PE13	11/2024: rollover unspent SFY24 funds of \$174,406.02
PE36	11/2024: rollover unspent SFY24 funds of \$28,219.43
PE36-01	04/2025: De-obligating unspent funds of \$50,995; rollover unspent funds of \$48,412 into SFY26
PE40-01	7/2024: Funds available 7/1/24-9/30/24. Must spend \$10,624 on Nutrition Ed, \$1,749 on BF Promotion
PE40-02	7/2024: Funds available 10/1/24-6/30/25. Must spend \$31,873 on Nutrition Ed, \$5,247 on BF Promotion
PE43-05	11/2024: rollover unspent funds of \$10,163.00 into SFY25
PE46-05	03/2025: Additional funds of \$4,219.86 available 4/1/25-6/30/25 only. 7/15/2024: Award Available 7/1/24-3/31/25 only.
PE50	12/2024: rollover unspent SFY24 funds of \$11,814.13
PE51-01	9/2024: Rollover unspent SFY24 funds of \$156,993.12
PE51-05	10/2024: rollover unspent SFY24 funds of \$121,576.38
PE62	04/2025: rollover unspent funds of \$30,000 into SFY26, per grantee request 02/2025 De-obligating \$9,554 of unspent 7/1/24-9/29/24 only funds 8/2024: \$66,485 available 9/1/24-6/30/2025 only. 7/15/2024: \$16,885.22 available 7/1/24-8/31/24 only; \$1,794.11 available 9/1/24-9/29/24 only; \$26,911.67 available 10/1/2024-6/30/25 only.
PE63	7/15/2024: Prior comment null and void. 07/2024: SFY25 \$50,000 Newborn Nurse Home visiting

<b>7) Capital outlay Requested in this action:</b>				
Prior approval is required for Capital Outlay. Capital Outlay is defined as an expenditure for equipment with a purchase price in excess of \$5,000 and a life expectancy greater than one year.				
Program	Item Description	Cost	PROG APPROV	

# DOCUMENT RETURN STATEMENT

Please complete the following statement and return with the completed signature page and the Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable.

If you have any questions or find errors in the above referenced Document, please contact the contract specialist.

**Document number:** \_\_\_\_\_, hereinafter referred to as "Document."

I, \_\_\_\_\_  
Name Title

received a copy of the above referenced Document, between the State of Oregon, acting by and through the Department of Human Services, the Oregon Health Authority, and

\_\_\_\_\_ by email.

**Contractor's name**

On \_\_\_\_\_,  
Date

I signed the electronically transmitted Document without change. I am returning the completed signature page, Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable, with this Document Return Statement.

\_\_\_\_\_  
Authorizing signature

\_\_\_\_\_  
Date

Please attach this completed form with your signed document(s) and return to the contract specialist via email.

## AGENDA ITEM REQUEST



**Date:**

5/13/2025

**Meeting date desired:**

5/21/2025

**Subject:**

Contract Amendment with Mosaic Community Health for School Based Health Center services

**Background and policy implications:**

Crook County has contracted with Mosaic Community Health since 2011 to provide School Based Health Center services at Crook Kids Clinic. This amendment aligns with current SBHC Standards for Certification, Version 4. This revision also includes an increased annual payment to Mosaic for the services they provide at Crook Kids Clinic as outlined in the contract

**Budget/fiscal impacts:**

Current contract compensates Mosaic Community Health at a rate of \$650/month. This amendment increases monthly compensation to \$3,750/month, not to exceed \$45,000 in a year. These funds are fully covered by grant funding from Oregon Health Authority.

**Requested by:**

Katie Plumb, Health & Human Services Director  
kplumb@crookpublichealthor.gov 541-447-5165

**Presenters:**

Katie Plumb, Health & Human Services Director

**Legal review (only if requested):**

Complete

**Elected official sponsor (if applicable):**

**AMENDMENT NO. 7 TO CONTRACT FOR PERSONAL SERVICES  
SCHOOL-BASED HEALTH CENTER**

**RECITALS**

WHEREAS, on June 1, 2011, Crook County, a political subdivision of the State of Oregon, hereinafter "County," entered into a Contract for Personal Services (the "Contract") with Mosaic Medical, an Oregon Non-Profit corporation, hereinafter "Provider," to provide services for a School-Based Health Center (SBHC); and

WHEREAS, said Contract includes Exhibit A (Scope of Services and Compensation; Special Provisions) and Exhibit B (Statutory Provisions); and Exhibit C (Grant Invoice); and

WHEREAS, said Contract renews for additional 1-year periods, commencing on April 1 of each year, unless it is otherwise terminated or modified; and

WHEREAS, the Contract was last amended by Amendment No. 6, effective April 1, 2021, which extended the term and modified the compensation; and

WHEREAS, Exhibit A, Section A-1 of the Contract requires the Provider to maintain standards of certification necessary for funding eligibility, originally referencing the 2009 standards; and

WHEREAS, the Oregon School-Based Health Center Program has issued updated standards, titled "*Standards for Certification, Version 4*" (hereinafter "Updated Standards"); and

WHEREAS, County and Provider desire to amend the Contract to replace the existing Exhibit A with a new Exhibit A that incorporates and details requirements from these Updated Standards, and updates the compensation due to Provider.

NOW, THEREFORE, in consideration of the matters described above, and of the mutual benefits and obligations set forth in the Contract, the parties agree as follows:

**AGREEMENT**

1. The above recitals are incorporated herein by reference.
2. The existing Exhibit A attached to the Contract is hereby deleted in its entirety and replaced with the Revised Exhibit A, attached hereto and incorporated herein by

reference. This Revised Exhibit A reflects the requirements outlined in the Updated Standards.

3. Section 4: Notices, paragraph A is deleted in its entirety and replaced with the following:

“A. The designated COUNTY representative for administration of this contract is Katie Plumb, Health and Human Services Director, 375 NW Beaver Street, Suite 100, Prineville, OR 97754, (541) 447-5165.”

4. This Amendment shall be effective as of April 1, 2025.
5. Except as expressly modified by this Amendment No. 7 and any previous amendments, all other terms and conditions of the Contract, including Exhibits B and C, and the main body of the Contract, shall remain in full force and effect.
6. This Amendment may be executed in one or more counterparts, including electronically transmitted counterparts, which when taken together shall constitute one in the same instrument. Electronic transmittals of the signed document shall be binding as though they were an original of such signed document.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 7 as of the dates set forth below.

**CONTRACTOR**

**CROOK COUNTY**

Mosaic Medical

Crook County Health & Human Services

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**REVISED EXHIBIT A**  
**SCOPE OF SERVICES AND COMPENSATION; SPECIAL PROVISIONS**  
*(Replacing Original Exhibit A)*  
**Effective April 1, 2025**

**SECTION A-1. SCOPE OF WORK AND COMPLIANCE WITH CERTIFICATION STANDARDS**

PROVIDER will provide services for a school-based health center (SBHC) located on the grounds of 640 NE 3rd Street, Prineville, Oregon, or other such location as mutually agreed upon in writing by the parties. The SBHC delivers primary health care, preventive health care, behavioral health, oral health, and/or health education services to school-aged children.

PROVIDER shall operate the SBHC and deliver all services in compliance with the *Oregon School-Based Health Center Program, Standards for Certification, Version 4*, and any subsequent amendments thereto (hereinafter "Standards").

PROVIDER shall maintain the standards of certification described therein as necessary to continue eligibility for funding. Key requirements from the Standards, which PROVIDER must meet, include, but are not limited to, the following subsections:

**A-1.1 Sponsoring Agency and Personnel Requirements (Ref: Standards Section B)**

- A. PROVIDER acts as the Medical Sponsor and meets requirements including medical liability coverage, ownership of medical records, and medical oversight. If other sponsoring agencies are involved, signed written agreements detailing roles and responsibilities must be maintained.
- B. PROVIDER shall ensure the designation of the following roles, employed by at least one sponsoring agency:
  - a. A Site Coordinator as the primary contact to the State Program Office (SPO), responsible for liaison duties, attending meetings, site visits, and completing the Operational Profile.
  - b. An SBHC Administrator with administrative duties.
  - c. A Quality Assurance Coordinator responsible for quality improvement processes.
  - d. A Medical Director (MD, DO, ND, or NP licensed to practice independently with the relevant population) with prescriptive authority, actively involved in clinical policy development, records review, and

clinical oversight.

- C. COUNTY, as the Local Public Health Authority (LPHA) or its designee, retains the right to approve the use of public funds and designates a primary contact for liaison with the SBHC.

#### **A-1.2 Facility Requirements (Ref: Standards Section C)**

- A. The SBHC shall be located on school grounds and used exclusively for providing SBHC services as defined in ORS 413.225. Mobile units are excluded.
- B. On-site facilities shall be kept in good condition and repair, and must meet the following minimum requirements within the SBHC space:
  - a. Waiting/reception area
  - b. Exam room(s) with sink (at least one per provider on-site during operational hours)
  - c. Bathroom facility
  - d. Office area
  - e. Secure records storage area (meeting state/federal law)
  - f. Secure storage for supplies (medications, lab, vaccines)
  - g. Designated lab space with sink and separate clean/dirty areas
  - h. Confidential phone access
  - i. Confidential fax access (staff only)
- C. Patient rights and responsibilities and a "Notice of Privacy Practices" must be posted prominently.
- D. The facility design and staff practices must support client confidentiality, including sound and sight security for private examination and conversations.
- E. Staff and patient safety must be maintained as required by state and federal law.
- F. A facility floor plan must be maintained and provided to the SPO as required.

#### **A-1.3 Operations, Staffing, and Policies (Ref: Standards Section D)**

- A. Hours: The SBHC must be open and offering clinical services (medical, behavioral, and/or oral health) a minimum of three days per week when school is in session, for at least 15 hours per week, with availability for same-day and scheduled appointments during these hours. Hours must be clearly posted, and

information on accessing care outside of hours must be posted and available via phone/voicemail. Electronic and printed materials must be accurate regarding services and hours.

- B. Staffing: Minimum on-site staffing levels per week must be maintained, including:
  - a. Office/health/medical assistant: 15 hours/week.
  - b. Primary care provider (MD, DO, NP, ND, PA): 10 hours/week, over at least two days/week.
  - c. Additional health professional (medical, behavioral, or oral health): 10 hours/week.
  - d. At least one licensed medical professional and/or Qualified Mental Health Professional (QMHP) must be on-site each day the SBHC is open.
  - e. A QMHP must be available either on-site or through referral.
  - f. If staff work alone, a written safety plan must be in place.
  
- C. Environment: PROVIDER must ensure the clinic provides a youth-friendly environment.
  
- D. Eligibility & Access: All students in the school are eligible for services. Services shall not be denied based on insurance status, ability to pay, race, color, national origin, religion, sex, gender identity/expression, immigration status, sexual orientation, disability, or marital status, in accordance with applicable laws. Minor consent laws (ORS 109.610, 109.640, 109.675) shall be followed regarding consent for medical, oral health, mental health/substance use treatment, birth control, and STI/HIV services. Appropriate referral is required for needed services not available on-site.
  
- E. Policies & Procedures: PROVIDER must have, maintain, review every two years, and follow SBHC-specific written policies and procedures for:
  - a. Consent for services (parent/guardian and/or client).
  - b. Release of information/access to records (including requests from parents/guardians).
  - c. Handling of billing information and Explanation of Benefits (EOBs) for confidential visits.
  - d. Emergency procedures (disaster, fire, school violence).
  - e. Reporting of child abuse and maltreatment.
  - f. Complaint and incident review.
  - g. Parent and/or guardian involvement.
  - h. Coordination of care between providers (physical/behavioral/oral/specialty).

- i. Continuity of care (closures, transitions).
  - j. Information sharing between school nurse and SBHC staff.
- F. Privacy: PROVIDER shall designate a privacy official responsible for health information privacy compliance (HIPAA/FERPA/Oregon laws). (See also Contract Exhibit B, Sections B-7.D and B-8).
- G. Coverage: PROVIDER must have mechanisms for handling administrative requests, refills, and clinical questions when providers are unavailable.

#### **A-1.4 Comprehensive Pediatric Health Care Services (Ref: Standards Section E)**

- A. Standard of Care: PROVIDER shall provide pediatric health care aligned with nationally recognized standards, including recommendations from the American Academy of Pediatrics Bright Futures guidelines.
- B. Minimum Services: PROVIDER shall ensure the availability of services (either on-site, via on-site lab point-of-care testing, via on-site specimen collection for offsite testing, or via documented Referral with tracking/follow-up) as specified in Table 2 of the Standards, including but not limited to:
- a. History & Measurements:
    - Comprehensive histories, height, weight, BMI, blood pressure (On-site).
  - b. Sensory Screening:
    - Vision (On-site).
    - Hearing (Referral).
  - c. Physical Health:
    - Comprehensive exams, evaluation/treatment of non-urgent/acute/chronic conditions (On-site).
    - Medical specialty services (Referral).
  - d. Developmental/Behavioral:
    - Health assessment, assessment of education/achievement/attendance issues, developmental assessments, psychosocial/behavioral assessment, depression screening, alcohol/drug screening (On-site).
    - Alcohol/drug assessment, mental health prescriptions, counseling/treatment, social services assessment (Referral, with agreements if applicable).

- e. Oral Health:
    - Visual inspection, preventive education/counseling, fluoride prescription (On-site).
    - Comprehensive evaluation/treatment (Referral).
  - f. Reproductive Health:
    - Reproductive health exam, STI prevention education/treatment, pregnancy prevention education, HIV counseling (On-site).
    - Contraceptive prescriptions, condom availability, prenatal care, HIV treatment (Referral).
  - g. Anticipatory Guidance:
    - Age-appropriate guidance, targeted patient education (On-site).
  - h. Procedures:
    - Immunizations, Urinalysis, Hematocrit/hemoglobin, Blood glucose, Strep throat test (On-site).
    - Pregnancy testing, STI screening/testing, HIV screening/testing (On-site collection minimum).
    - Tuberculosis testing, Lead screening/testing, Dyslipidemia screening (Referral).
- C. Immunizations: PROVIDER must enroll in the Vaccines for Children (VFC) program, meet all federal/state VFC requirements, and designate a trained immunization coordinator responsible for vaccine management and liaison duties.
- D. Equipment: Equipment must be maintained, calibrated, and quality-assured per manufacturer/agency guidelines. Appropriate emergency medical equipment must be maintained and inspected.
- E. Medications: Any medications kept on-site must be stored and handled according to local, state, and federal regulations.
- F. Laboratory: PROVIDER must meet federal requirements and hold a valid CLIA certificate for the level of testing performed or participate under a multiple-site certificate. Lab equipment must be maintained/calibrated per CLIA/manufacturer/policy requirements. Signed, written procedures must ensure timely review of results by authorized providers, documentation/follow-up of abnormal results, and confidential handling of results.

## **SECTION A-2. COMPENSATION**

COUNTY shall reimburse PROVIDER for expenses incurred in the operation and support of the school-based health center. For expenses incurred in the operation and support of the SBHC, County will pay Provider the sum of Three Thousand Seven Hundred Fifty and 00/100 Dollars (\$3,750.00) per month, not to exceed a total of Forty Five Thousand and 00/100 Dollars (\$45,000.00) per year.

PROVIDER shall submit to the COUNTY contact person listed in Section 4 of the Contract a bill for services rendered in the required format (original Exhibit C). Payment will be made for services performed during the term of the contract on a monthly basis in accordance with Section A-7 below.

## **SECTION A-3. REPORTING REQUIREMENTS**

By the end of the month following the quarter, PROVIDER will submit to COUNTY quarterly status reports including the hours of service and number served. PROVIDER will also submit to COUNTY copies of any reports required by the State of Oregon regarding the administration of the school-based health center, which include but are not limited to:

- A. The annual client encounter data as submitted to the Oregon Health Authority (OHA) or successor agency and in accordance with the Standards.
- B. The annual SBHC Key Performance Measure (KPM) data as submitted to OHA or successor agency and in accordance with the Standards.
- C. An annual patient satisfaction survey data which must be submitted no later than June 1 of each year.
- D. Other reports as required by the Standards or OHA.

## **SECTION A-4. PROVISIONS BY THE COUNTY**

COUNTY will provide technical assistance to help PROVIDER meet the standards for certification, and will provide assistance to assure that follow-up items are completed by the requested dates in the review cycle. COUNTY will also provide facilities as outlined in Section A-1.2.b and Section 8 of the Contract.

## **SECTION A-5. PUBLICIZING THE PROJECT**

In publicizing the project, PROVIDER agrees to recognize this funding source by including a statement that the program is funded by the Crook County Public Health

Department.

#### **SECTION A-6. TAX DUTIES AND LIABILITIES**

Neither federal, nor state, nor local income tax or payroll tax of any kind will be withheld or paid by Crook County. PROVIDER is responsible to pay, according to law, PROVIDER's income tax and self-employment tax, if applicable.

#### **SECTION A-7. PAYMENT BY COUNTY**

County will pay invoices weekly, based on the date invoices are received and approved. Invoices approved by Friday will be paid the following week, contingent upon satisfactory fulfillment of obligations as specified in the contract.

#### **SECTION A-8. GOVERNING LAW AND VENUE**

- A. Any dispute under this contract shall be governed by Oregon law with venue being located in Crook County, Oregon.
- B. In the event an action, lawsuit, or proceeding, including appeal therefrom, is brought for failure to observe any of the terms of this contract, each party shall bear its own attorney fees, expenses, costs and disbursements for said action, lawsuit, proceeding, or appeal.

## AGENDA ITEM REQUEST



**Date:**

May 8, 2025

**Meeting date desired:**

May 14, and May 21, Meetings

**Subject:**

Request to purchase Chip Seal oil from Albina Asphalt from Deschutes County contract, \$554310.00 in total. \$491,645.00 for oil and \$62,665.00 for Distributor.

**Background and policy implications:**

Crook County Road Department chip seals 20 plus miles yearly. This helps the PCI to be above 70. The road departments goal is to stay above 80 PCI . This 80 PCI is easier to keep the road system in good condition

**Budget/fiscal impacts:**

This is budgeted and will need to have a budget adjustment due to higher prices than predicted last year.

The project is Juniper Canyon Rd from HWY 380 to County Boat Ramp Rd, to include Upper and Lower Davis Loop. this road was last chip sealed 10 Years ago

**Requested by:**

Brad Haynes, Crook County Road Department Superintendent.  
brad.haynes@crookcountyor.gov. (541) 447-4644

**Presenters:**

Brad Haynes Crook County Road Superintendent.

**Legal review (only if requested):**

Legal review for use of Deschutes County Contract

**Elected official sponsor (if applicable):**

If the item request is submitted after the due date/time, an elected official sponsor is needed.

# ALBINA ASPHALT

*Improving the Road Ahead.*

Tel: (360) 816-8540  
Toll Free: (800) 888-5048  
Fax: (360) 816-8541  
asphalt@albina.com  
www.albina.com

801 Main Street • Vancouver WA 98660

May 2, 2025

Crook County  
1306 N. Main St.  
Prineville, Oregon 97754

Attention: Mr. Brad Haynes  
Public Works Director

Re: 2025 Chip Seal Oil Material + Freight +Distribution

Mr. Haynes:

Thank you for the opportunity to work with Crook County Public Works on the annual chip seal program again. Albina is pleased to offer the following pricing for emulsion based off the Deschutes County Contract No. 2025-037 (Contract for supply and delivery of asphalt oil for chip seal 2025).

<u>Product</u>	<u>Tons</u>	<u>FOB Madras, OR</u>	<u>Freight</u>	<u>Delivered Countywide</u>
HFRS-P2	702	\$670.00/ton	\$30.00	\$700.00/ton
CSS-1 (D)	N/A	\$415.00/ton	\$30.00	\$445.00/ton

The distributor truck rate is \$350.00/hour with a (6) hour daily minimum charge.

Freight is based on 28/ton minimum loads delivered Countywide; Standby rate is \$150.00/hour after two (2) free hours to unload.

Terms: Net 30 days

Price is firm through 10/31/2025.

If you have any questions or require any further information, please give me a call at 360-965-7126.

Respectfully submitted,



Kyle Arntson  
Sales & Marketing Manager



---

# 2025 Chip Seal

Oil Purchase From Albina

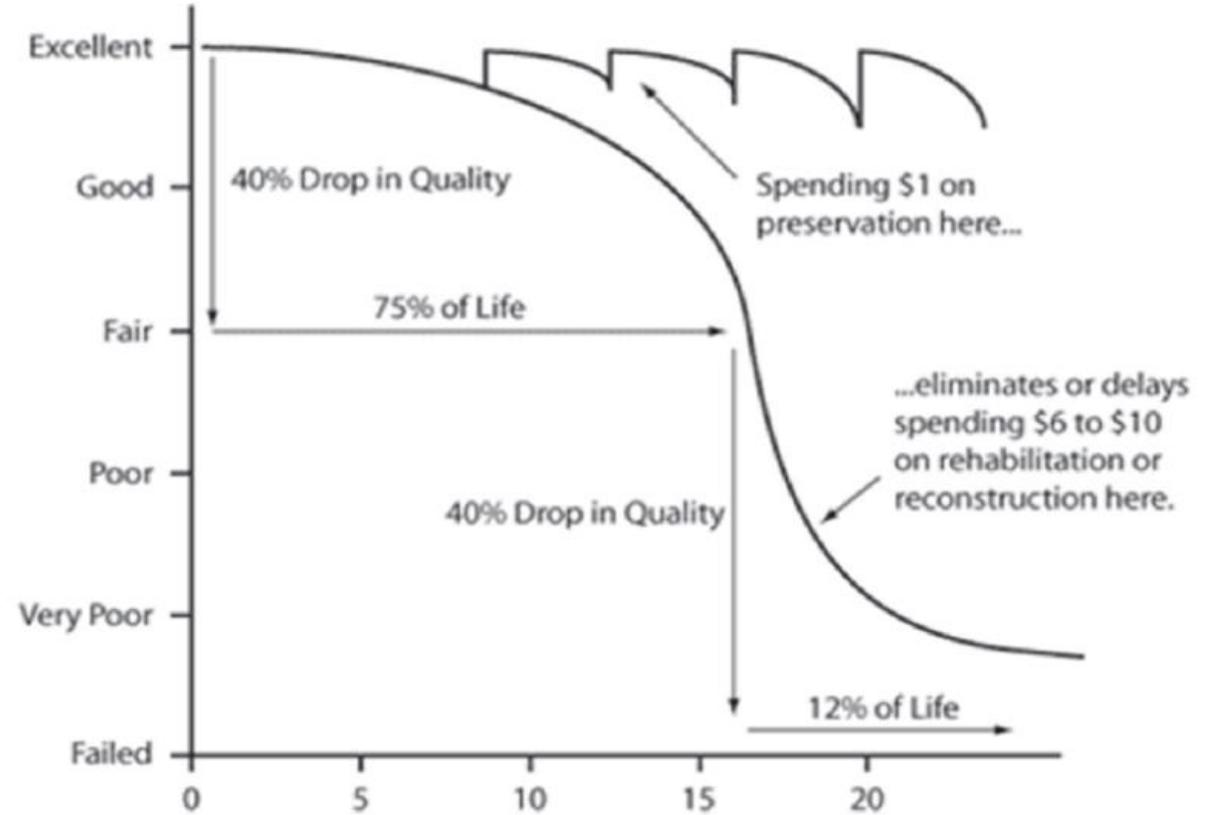
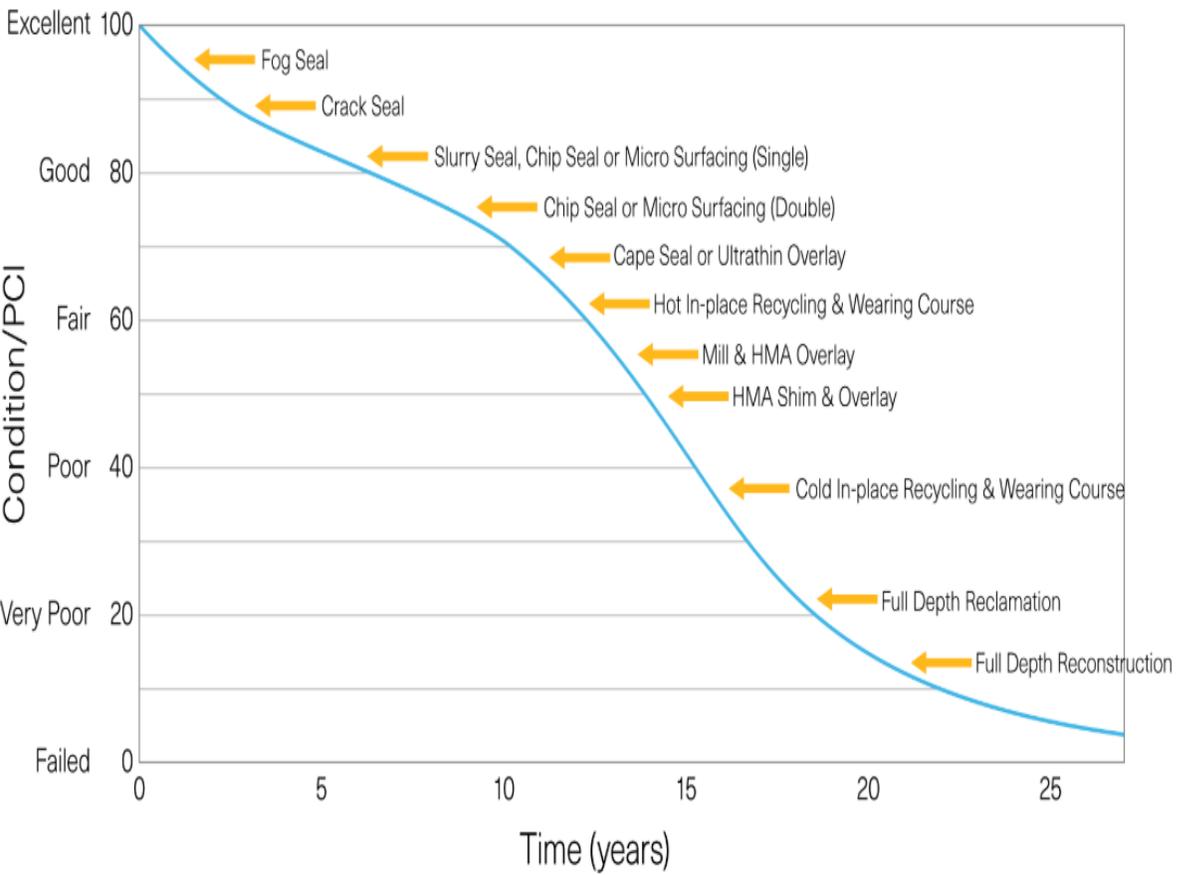


Staff Applied First Shot



Contracted Distributor

# Deterioration Curve





Alligator Cracking



Raveling



Edge Crack

## Distress

---

Pavement Distress Types  
What do they look like?



Rutting



# QUESTIONS

## AGENDA ITEM REQUEST



**Date:**

May 14, 2025

**Meeting date desired:**

May 21, 2025

**Subject:**

Approval of order for road rename within the Brasada, Phase 14. Renaming SW Treehouse Court to SW Ironwood Court.

**Background and policy implications:**

None

**Budget/fiscal impacts:**

None

**Requested by:**

Provide contact information: John Eisler,

**Presenters:**

Katie McDonald, Senior Planner

**Legal review (only if requested):**

None

**Elected official sponsor (if applicable):**

None

# CROOK COUNTY BUILDING DEPARTMENT

300 NE 3<sup>RD</sup> STREET • PRINEVILLE, OREGON 97754 • (541) 447-3211 • FAX (541) 416-2139



## PETITION TO NAME OR RENAME A ROAD

### PROCEDURE AND REQUIREMENTS

#### 12.12.230 Application

A request to name or rename a road shall be made as follows:

(1) A petition to name or rename a road may be submitted to the county building department. The petition shall include, at a minimum, the following:

- a) Signatures of not less than 75 percent of the residents along the road, plus, in the event a resident is not the legal or equitable title holder, the signatures of the last owner of record according to the county assessor's office.
- b) The name and phone number of the designated contact person.
- c) The location of the road by description and map.
- d) The legal status of the road, if known.
- e) The existing road name, if known.
- f) The proposed road name. *(A unique road name is recommended, also it is recommended that the Road Name be one that would be less likely to increase the chances for the sign to be stolen.)*
- g) The reason for the request.

**Note:** Any existing addresses may be subject to change in order to comply with Crook County Code 12.12.550

**This petition must also be accompanied by the applicable fee. This fee is non-refundable, non-transferable, and applies to the road name requested in this petition/application only. Should the road name request be denied by County Court during the hearing process, a new petition/application and applicable fee would be required to submit a different name.**

### PROCESSING THE APPLICATION

Once your application is deemed complete, the Addressing Staff will begin processing your application. A hearing date will be set with the County Court and notice of the request will be sent to all residents abutting the road to determine the general consensus concerning the proposed road name. All affected agencies and departments will also be notified of the request. A recommendation and proposed order will be prepared for the County Court.

The County Court will conduct a public hearing on the recommendation and order at a regular court meeting. Following the public hearing, the court shall adopt, reject, or modify and adopt the proposed order. All parties of record will be notified, in writing, of the decision.

Attachment "A"



**REQUEST**

This is a request to:  NAME A ROAD      Proposed Name: SW Ironwood Court  
                                   RENAME A ROAD      Existing Name: SW Treehouse Court

**APPLICANT INFORMATION**

If there is more than one applicant making this request, please designate a contact person.

Applicant Name: FNF NV Brasada LLC

Mailing Address: 16986 SW Brasada Ranch Road  
                                  Powell Butte, OR 97753

Phone #: (541) 604-1277      Email: bmclean@brasada.com

**ROAD INFORMATION**

What is the legal status of the road?     County     Public     Private     Easement

Is this a Condition of Planning Approval?     Yes     No

Is there an approved Road Approach?       Yes     No

What is the reason for this request? We are reconfiguring the lots along Treehouse Court and will launch a new sale effort this summer. The road renaming is an important part of the repositioning.

**RESIDENT INFORMATION**

How many residents currently use this road for access to their property? NONE

Have you contacted and received signatures of concurrence of not less than 75% of the current residents (one signature per dwelling) along the subject road, plus, in the event a resident is not the legal or equitable title holder, the signature of the last owner of record according to the County Assessor’s office?       Yes     No     Not Applicable

If not, why? FNF NV Brasada LLC owns all of the lots along SW Treehouse Court.

This petition/application must be accompanied by a legible map showing in detail the following:

\_\_\_\_\_

***\*Note: This petition/application must be accompanied by the resident signatures and will not be deemed complete without this required documentation.***

Attachment “B”



- a. Location of proposed road
- b. Width of proposed road
- c. Length of proposed road
- d. All adjoining property
- e. All intersecting roads
- f. North Indicator
- g. Tax Map Numbers of properties using proposed road (13digit)

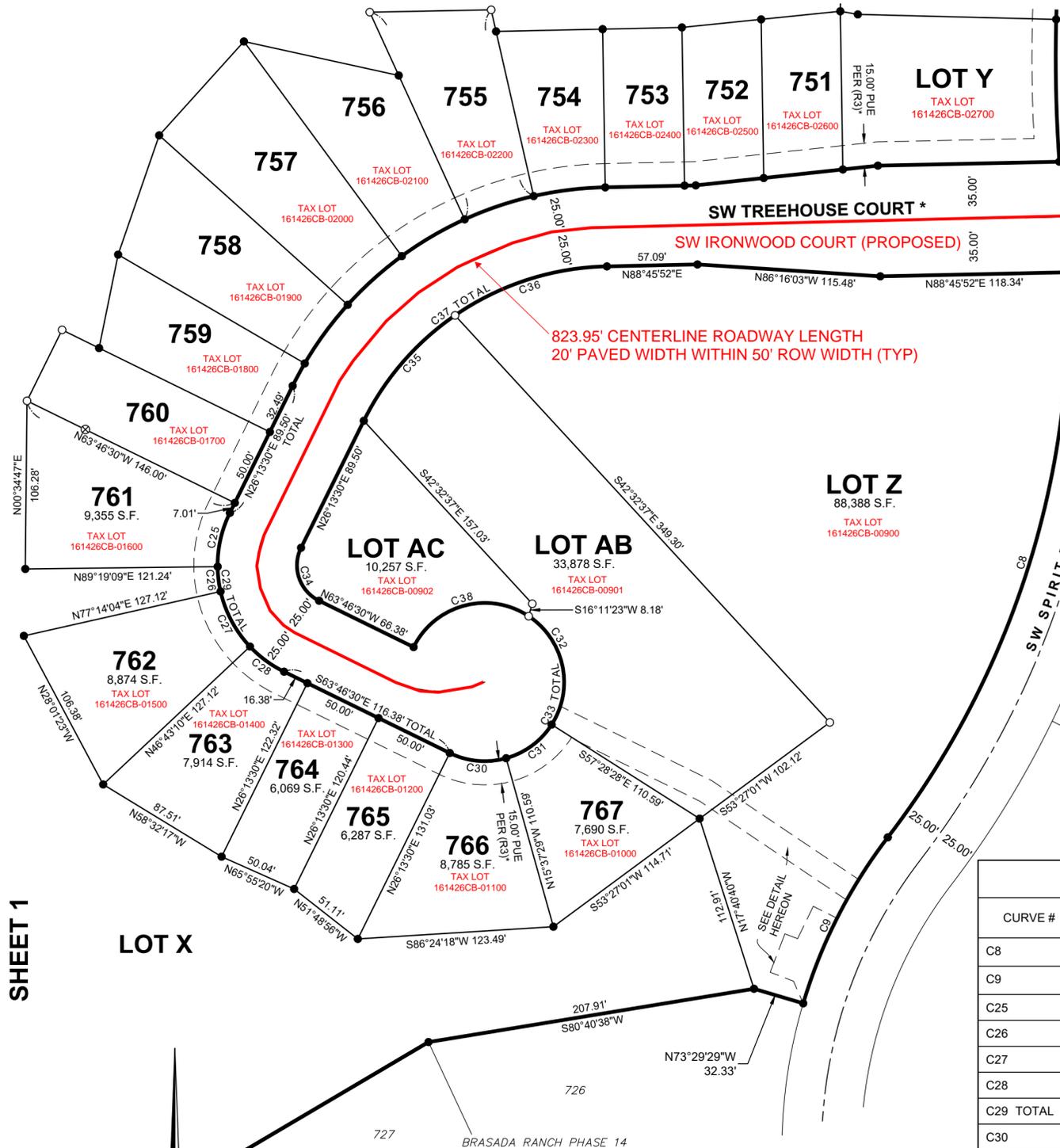
Note: Per Crook County Code 12.12.450, a Road Name sign is required. Please request a sign(s) manufactured to the required MUTCDM (Manual for Uniform Traffic Control Devices) specifications, from one of the following:

1. If the sign placement is to be *inside of* the Crook County Right of Way then call (541) 447-4644 – Crook County Road Department.
2. If the sign placement is to be *outside of* the Crook County Right of Way then search for a sign recycling vendor on-line or look under the ‘Signs’ heading in the Yellow Pages.



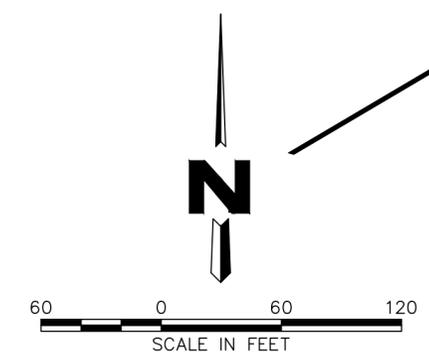
# TREEHOUSES AT BRASADA RANCH

A REPLAT OF LOTS 746 THROUGH 767, LOT X, LOT Y, AND LOT Z, BRASADA RANCH 14,  
 LOCATED IN THE SOUTHWEST ONE-QUARTER (SW1/4) OF SECTION 26,  
 TOWNSHIP 16 SOUTH, RANGE 14 EAST,  
 WILLAMETTE MERIDIAN, CROOK COUNTY, OREGON  
 217-22-002105-PLNG (C-CU-DES-001-03)  
 SEPTEMBER 2022



SHEET 2

SHEET 1



\* SW TREEHOUSE COURT (FORMERLY SW GOLDFIELD COURT) WAS  
 RENAMED PER CROOK COUNTY ORDER NO. 2023-07 AND RECORDED  
 JANUARY 18, 2023 AS CJ2023-012 CROOK COUNTY OFFICIAL RECORDS

CURVE TABLE				
CURVE #	RADIUS	ARC LENGTH	CENTRAL ANGLE	CHORD
C8	555.00'	382.40'	39°28'37"	N17°38'16"E 374.88'
C9	325.00'	118.37'	20°52'02"	S26°56'34"W 117.71'
C25	75.00'	35.22'	26°54'21"	S12°46'19"W 34.90'
C26	75.00'	15.82'	12°05'05"	S6°43'23"E 15.79'
C27	75.00'	39.94'	30°30'54"	S28°01'23"E 39.47'
C28	75.00'	26.83'	20°29'40"	S53°31'40"E 26.68'
C29 TOTAL	75.00'	117.81'	90°00'00"	S18°46'30"E 106.07'
C30	50.00'	36.52'	41°50'59"	S84°42'00"E 35.71'
C31	50.00'	36.52'	41°50'59"	N53°27'01"E 35.71'
C32	50.00'	77.60'	88°55'22"	N11°56'09"W 70.04'
C33 TOTAL	50.00'	235.62'	270°00'00"	N18°46'30"W 70.71'
C34	25.00'	39.27'	90°00'00"	N18°46'30"W 35.36'
C35	175.00'	88.95'	29°07'21"	N40°47'10"E 88.00'
C36	175.00'	102.07'	33°25'02"	N72°03'22"E 100.63'
C37 TOTAL	175.00'	191.02'	62°32'23"	S57°29'41"W 181.67'
C38	50.00'	84.98'	97°22'40"	S74°54'50"W 75.11'

**DOWL**  
[WWW.DOWL.COM](http://WWW.DOWL.COM)  
 1001 SW Emkay, STE 120  
 Bend, Oregon 97702  
 541-385-4772

BEFORE THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON  
FOR THE COUNTY OF CROOK

IN THE MATTER OF RENAMING A PRIVATE  
ROAD NAME LOCATED IN CROOK COUNTY

ORDER NO. 2025-16

WHEREAS, the above entitled matter came before the Board of County Commissioners;  
and

WHEREAS, a Road Name Application was filed in accordance with CCC 12.12.230. See  
Exhibit A; and

WHEREAS, in compliance with CCC 12.12.200, Crook County finds that there is a need  
to rename the private road from “SW Treehouse Ct” to “SW Ironwood Ct” as depicted on  
Exhibit A; and

WHEREAS, in accordance with CCC 12.12.250 public comment and input was sought  
and no objections were received; and

NOW, THEREFORE, the Crook County Board of Commissioners orders the road  
described in Exhibit A to rename **SW Treehouse Court to SW Ironwood Court.**

DATED this \_\_\_\_ day of \_\_\_\_\_, 2025.

BOARD OF COMMISSIONERS

\_\_\_\_\_  
Commissioner Brian Barney

\_\_\_\_\_  
Commissioner Seth Crawford

\_\_\_\_\_  
Commissioner Susan Hermreck

<u>Vote:</u>	Aye	Nay	Abstain	Excused
Brian Barney	___	___	___	___

Seth Crawford  
Susan Hermreck

— — — —  
— — — —

# CROOK COUNTY BUILDING DEPARTMENT

300 NE 3<sup>RD</sup> STREET • PRINEVILLE, OREGON 97754 • (541) 447-3211 • FAX (541) 416-2139



## PETITION TO NAME OR RENAME A ROAD

### PROCEDURE AND REQUIREMENTS

#### 12.12.230 Application

A request to name or rename a road shall be made as follows:

(1) A petition to name or rename a road may be submitted to the county building department. The petition shall include, at a minimum, the following:

- a) Signatures of not less than 75 percent of the residents along the road, plus, in the event a resident is not the legal or equitable title holder, the signatures of the last owner of record according to the county assessor's office.
- b) The name and phone number of the designated contact person.
- c) The location of the road by description and map.
- d) The legal status of the road, if known.
- e) The existing road name, if known.
- f) The proposed road name. *(A unique road name is recommended, also it is recommended that the Road Name be one that would be less likely to increase the chances for the sign to be stolen.)*
- g) The reason for the request.

**Note:** Any existing addresses may be subject to change in order to comply with Crook County Code 12.12.550

**This petition must also be accompanied by the applicable fee. This fee is non-refundable, non-transferable, and applies to the road name requested in this petition/application only. Should the road name request be denied by County Court during the hearing process, a new petition/application and applicable fee would be required to submit a different name.**

### PROCESSING THE APPLICATION

Once your application is deemed complete, the Addressing Staff will begin processing your application. A hearing date will be set with the County Court and notice of the request will be sent to all residents abutting the road to determine the general consensus concerning the proposed road name. All affected agencies and departments will also be notified of the request. A recommendation and proposed order will be prepared for the County Court.

The County Court will conduct a public hearing on the recommendation and order at a regular court meeting. Following the public hearing, the court shall adopt, reject, or modify and adopt the proposed order. All parties of record will be notified, in writing, of the decision.

Attachment "A"



**REQUEST**

This is a request to:  NAME A ROAD      Proposed Name: SW Ironwood Court  
                                   RENAME A ROAD      Existing Name: SW Treehouse Court

**APPLICANT INFORMATION**

If there is more than one applicant making this request, please designate a contact person.

Applicant Name: FNF NV Brasada LLC

Mailing Address: 16986 SW Brasada Ranch Road  
                                  Powell Butte, OR 97753

Phone #: (541) 604-1277      Email: bmclean@brasada.com

**ROAD INFORMATION**

What is the legal status of the road?     County     Public     Private     Easement

Is this a Condition of Planning Approval?     Yes     No

Is there an approved Road Approach?     Yes     No

What is the reason for this request? We are reconfiguring the lots along Treehouse Court and will launch a new sale effort this summer. The road renaming is an important part of the repositioning.

**RESIDENT INFORMATION**

How many residents currently use this road for access to their property? NONE

Have you contacted and received signatures of concurrence of not less than 75% of the current residents (one signature per dwelling) along the subject road, plus, in the event a resident is not the legal or equitable title holder, the signature of the last owner of record according to the County Assessor’s office?     Yes     No     Not Applicable

If not, why? FNF NV Brasada LLC owns all of the lots along SW Treehouse Court.

This petition/application must be accompanied by a legible map showing in detail the following:

\_\_\_\_\_

***\*Note: This petition/application must be accompanied by the resident signatures and will not be deemed complete without this required documentation.***

Attachment “B”



- a. Location of proposed road
- b. Width of proposed road
- c. Length of proposed road
- d. All adjoining property
- e. All intersecting roads
- f. North Indicator
- g. Tax Map Numbers of properties using proposed road (13digit)

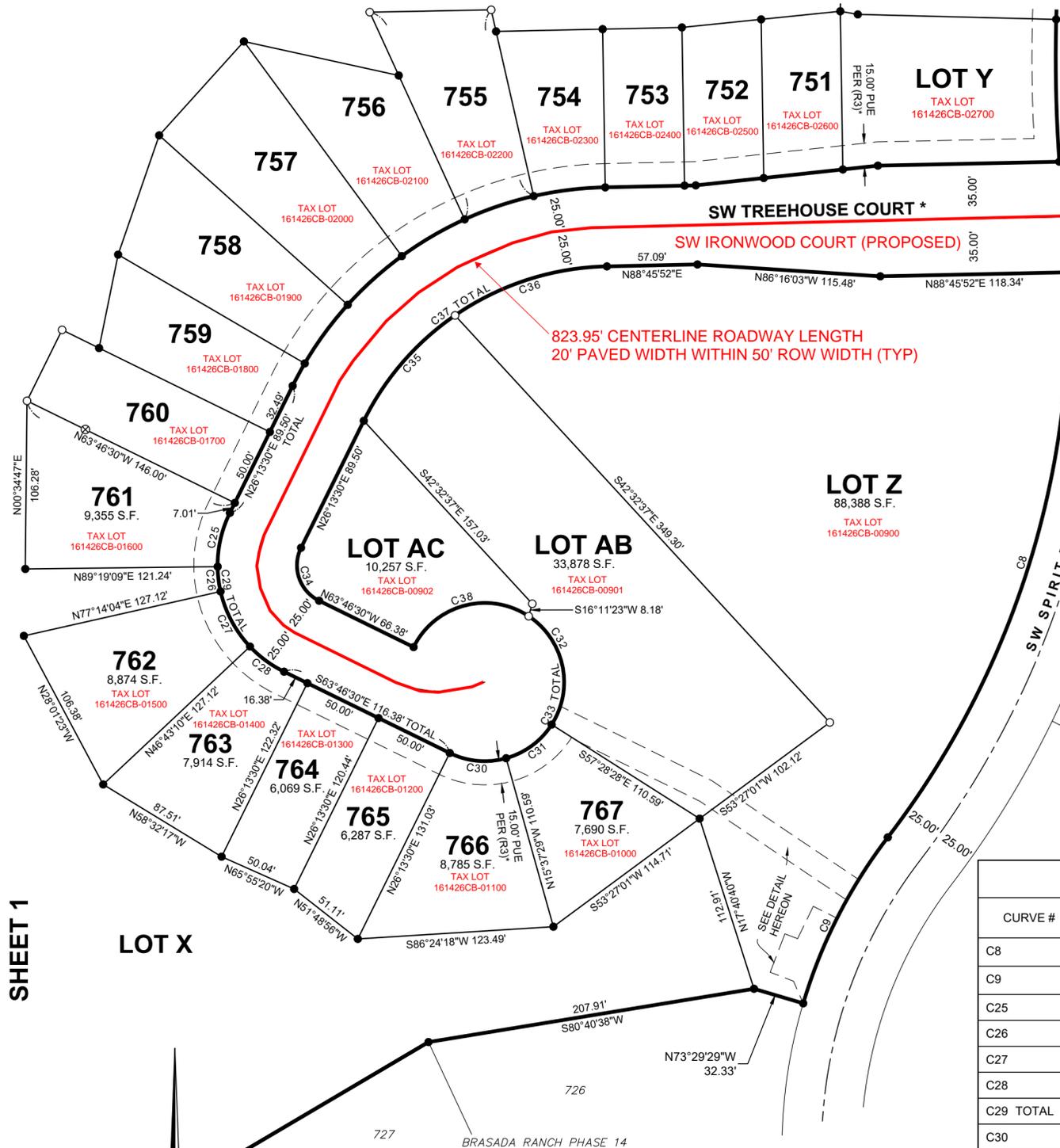
Note: Per Crook County Code 12.12.450, a Road Name sign is required. Please request a sign(s) manufactured to the required MUTCDM (Manual for Uniform Traffic Control Devices) specifications, from one of the following:

1. If the sign placement is to be *inside of* the Crook County Right of Way then call (541) 447-4644 – Crook County Road Department.
2. If the sign placement is to be *outside of* the Crook County Right of Way then search for a sign recycling vendor on-line or look under the ‘Signs’ heading in the Yellow Pages.



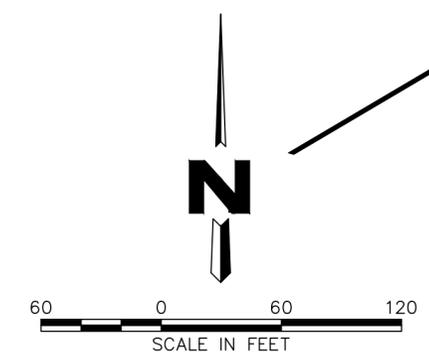
# TREEHOUSES AT BRASADA RANCH

A REPLAT OF LOTS 746 THROUGH 767, LOT X, LOT Y, AND LOT Z, BRASADA RANCH 14,  
 LOCATED IN THE SOUTHWEST ONE-QUARTER (SW1/4) OF SECTION 26,  
 TOWNSHIP 16 SOUTH, RANGE 14 EAST,  
 WILLAMETTE MERIDIAN, CROOK COUNTY, OREGON  
 217-22-002105-PLNG (C-CU-DES-001-03)  
 SEPTEMBER 2022



SHEET 2

SHEET 1



\* SW TREEHOUSE COURT (FORMERLY SW GOLDFIELD COURT) WAS  
 RENAMED PER CROOK COUNTY ORDER NO. 2023-07 AND RECORDED  
 JANUARY 18, 2023 AS CJ2023-012 CROOK COUNTY OFFICIAL RECORDS

823.95' CENTERLINE ROADWAY LENGTH  
 20' PAVED WIDTH WITHIN 50' ROW WIDTH (TYP)

PARCEL 2  
 PARTITION PLAT  
 1996-62

**CURVE TABLE**

CURVE #	RADIUS	ARC LENGTH	CENTRAL ANGLE	CHORD
C8	555.00'	382.40'	39°28'37"	N17°38'16"E 374.88'
C9	325.00'	118.37'	20°52'02"	S26°56'34"W 117.71'
C25	75.00'	35.22'	26°54'21"	S12°46'19"W 34.90'
C26	75.00'	15.82'	12°05'05"	S6°43'23"E 15.79'
C27	75.00'	39.94'	30°30'54"	S28°01'23"E 39.47'
C28	75.00'	26.83'	20°29'40"	S53°31'40"E 26.68'
C29 TOTAL	75.00'	117.81'	90°00'00"	S18°46'30"E 106.07'
C30	50.00'	36.52'	41°50'59"	S84°42'00"E 35.71'
C31	50.00'	36.52'	41°50'59"	N53°27'01"E 35.71'
C32	50.00'	77.60'	88°55'22"	N11°56'09"W 70.04'
C33 TOTAL	50.00'	235.62'	270°00'00"	N18°46'30"W 70.71'
C34	25.00'	39.27'	90°00'00"	N18°46'30"W 35.36'
C35	175.00'	88.95'	29°07'21"	N40°47'10"E 88.00'
C36	175.00'	102.07'	33°25'02"	N72°03'22"E 100.63'
C37 TOTAL	175.00'	191.02'	62°32'23"	S57°29'41"W 181.67'
C38	50.00'	84.98'	97°22'40"	S74°54'50"W 75.11'

**DOWL**  
[WWW.DOWL.COM](http://WWW.DOWL.COM)  
 1001 SW Emkay, STE 120  
 Bend, Oregon 97702  
 541-385-4772



## Agenda Item Request

**Date:**

*May 14, 2025*

**Meeting date desired:**

*May 21, 2025 – discussion*

**Subject:**

*Public Hearing – Order 2025-11 Ordering the fees to be collected by Crook County for fiscal year 2025-2026*

**Background and policy implications:**

*Ordering the fees to be collected by Crook County for fiscal year 2025-2026, beginning July 1, 2025 for performing services, and to establish a uniform fee schedule.*

*Attached Exhibit A is fee schedule to be adopted in order; Exhibit B is informational and included to show mark ups and changes to fees over the prior fee schedule*

**Budget/fiscal impacts:**

*Revenue for fiscal year 2025-2026 budget is based on the updated fee amounts outlined in Order*

**Requested by:**

*Christina Haron, CPA      Finance Director*

**Presenters:**

*Christina Haron, CPA      Finance Director*

**Legal review (only if requested):**

*NA*

**Elected official sponsor (if applicable):**

*NA*

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
<b>All Departments*</b>	Photocopies, printing, scanning (made by staff)		
All Departments*	8½ x 11, black & white, per page, per side	0.25	
All Departments*	8½ x 11, color, per page, per side	0.75	
All Departments*	11 x 17, black & white, per page, per side	0.50	
All Departments*	11 x 17, color, per page, per side	1.50	
All Departments*	Fax transmittals (made by staff), up to 10 pages	2.50	Does not include microfilm fees, search fees, etc.
All Departments*	Research and collation fee, per hour	65.00	
All Departments	Returned Check fees/charges (Insufficient funds -- NSF)	35.00	ORS 30.701 (5)
All Departments	Mailing materials	Actual cost	Cost of materials, plus actual cost of postage
All Departments*	Media fee, per disk or storage device	10.00	
All Departments*	Digital (electronically distributed) media fee, per item requested	10.00	
All Departments	Electric vehicle charging, per kWh	0.40	per kWh

\*Unless otherwise specified in department sections

**Administration**

Administration	County Liquor License Application		ORS 417.166(8)
Administration	New	50.00	
Administration	Renewal	25.00	

**County Clerk**

County Clerk		<b>Location and Copy Fees</b>	
County Clerk	Location fee	3.75	
County Clerk	Copies/Computer Prints	0.25	per page, per side
County Clerk	Certification Fee	3.75	
County Clerk	Copy of PVAB (Property Value Appeals Board) Audio File, 1st record	10.00	
County Clerk	Copy of PVAB Audio File, each additional file	1.00	
County Clerk	Research/Collation Services: Amounts of less than one hour shall be charged in 1/2 hour increments.	40.00	per hour
County Clerk	FTP Fee - Daily Images - subscription	0.25	per image
County Clerk	Digital Research Room (Index & Images) Monthly Subscription	425.00	
County Clerk		<b>Other Fees</b>	
County Clerk	Notary (per signature)	10.00	
County Clerk	Passport Processing Fee	35.00	each
County Clerk	Voter list on USB	35.00	
County Clerk	Voter's Pamphlet measure argument filing fee	300.00	Or a petition containing signatures per County Code 2.32.040
County Clerk		<b>Recording Fees</b>	
County Clerk	One page instruments - minimum fee	5.00	per instrument
County Clerk	Additional pages	5.00	per page
County Clerk	Mining Records	5.00	1st page (\$5.00/ea add. claim)
County Clerk		<b>Land Corner Preservation fund (CPF)</b>	

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
County Clerk	Applies to all instruments except for liens, Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, Mining Records, County internal documents not usually charged a recording fee.	10.00	per instrument (note exceptions)
County Clerk	<b>Assessment and Taxation (A&amp;T) Fee</b>		
County Clerk	Applies to all instruments except for Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	10.00	per instrument (note exceptions)
County Clerk	<b>Oregon Land Information System (OLIS) Fee</b>		
County Clerk	Applies to all instruments except for Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.	1.00	per instrument (note exceptions)
County Clerk	<b>Affordable Housing (HOUSING) Fee</b>		
County Clerk	Applies to all instruments except for Military Discharges (DD 214), Federal documents, County internal document not usually charged a recording fee, documents required under ORS 517.210 to maintain mining claims, warrants issued by Employment Department pursuant to ORS 657.396, 657.642 and 657.646, a certified copy of a judgment, a lien record abstract as described in ORS 18.170, a satisfaction of a judgment, including a judgment noticed by recordation of a lien record abstract, Department of Revenue documents and tax collectors.	60.00	per instrument (note exceptions)
County Clerk	Affordable Housing Collection (HOUSING) Fee	1.00	per instrument assessed HOUSING fee
County Clerk	<b>Technology (TECH) Fee</b>		
County Clerk	Applies to all instruments except for Military Discharge (DD214), Federal documents, County internal documents not usually charged a recording fee.	5.00	per instrument (note exceptions)
County Clerk	<b>Clerks Archive (ARCHIVE) Fee</b>		
County Clerk	Applies to all instruments except Military Discharge (DD 214), Federal documents, County internal documents not usually charged a recording fee.	2.00	per instrument (note exceptions)
County Clerk	<b>Multiple Transaction Fee</b>		
County Clerk	When recording instruments that describe two or more transactions, each additional transaction will be charged when involving the same property.	5.00	each additional transaction
County Clerk	<b>Additional References</b>		
County Clerk	In addition to and not in lieu of the fees charged for recording the assignment, release or satisfaction of any recorded instrument, \$5 for each additional instrument being assigned, released or satisfied.	5.00	each additional reference
County Clerk	<b>Non-Standard Fee</b>		
County Clerk	Additional fee for non-standard documents.	20.00	per instrument
County Clerk	<b>Other Recording</b>		
County Clerk	Military Discharge (DD214)		- No charge for recording
County Clerk	<b>Subdivision Plats - By Lot / Tracts Size - Price Varies</b>		

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
County Clerk	20 lots / tracts or less	115.00	Plus fees CPF, A&T, OLIS, HOUSING, TECH, ARCHIVE (listed above)
County Clerk	each additional lot / tract	5.00	
County Clerk	Partition Plats	50.00	Plus fees CPF, A&T, OLIS, HOUSING, TECH, ARCHIVE (listed above)
County Clerk	<b>Marriage License</b>		
County Clerk	Base Fee	25.00	
County Clerk	- Conciliation Fee	10.00	
County Clerk	- Domestic Violence Fund	25.00	
County Clerk	Replacement marriage license packet (prior to ceremony)	10.00	
County Clerk	Replacement of memento marriage certificate	3.50	
County Clerk	Amend marriage record	45.00	each marriage record
County Clerk	Request for waiver of three day waiting period for marriage license.	10.00	per waiver
County Clerk	<b>Domestic Partnership</b>		
County Clerk	Declaration of Domestic Partnership registration fee	60.00	
County Clerk	Domestic Partnerships conciliation fee	10.00	
<b>Assessor</b>			
Assessor	Farm disqualification estimates, each	175.00	
Assessor	Print enlargements, each	1.50	
Assessor	Research Fee, per hour – 1 hour minimum	120.00	
Assessor	Map/Account change processing fee, per lot	25.00	
Assessor	Manufactured Structure processing fees:		
Assessor	Trip Permit, per section	25.00	
Assessor	Ownership/Situs change, each	80.00	
<b>Community Corrections</b>			
Community Corrections	DNA Collection Fee	10.00	
Community Corrections	Dirty Urinalysis Fee	20.00	
Community Corrections	Interstate Compact Fee	150.00	
Community Corrections	Work Crew Orientation Fee	40.00	
Community Corrections	Work crew hourly rate		Rural min. Rural minimum wage is \$14.05 as of 7/1/2025. wage
<b>Community Development (CD)</b>			
CD - Building Services	When applicable, structural permits use valuation as determined by ICC Valuation Table current as of April 1 of each year, as per OAR 918-050-0100. When a structural permit is required by the state building code for retaining walls, decks, fences, accessory structures, etc - see Structural Permit fees by valuation. The current valuation table is as follows:		
CD - Building Services	<b>Structural Permits:</b>		Plus applicable State Surcharge
CD - Building Services	\$1 to \$5,000	120.00	Minimum Structural Permit Fee is \$120.00

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
CD - Building Services	\$5,001 to \$25,000	10.00	\$120.00 for the first \$5,000 plus \$10.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
CD - Building Services	\$25,001 to \$50,000	7.50	\$320 for the first \$25,000 plus \$7.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
CD - Building Services	\$50,001 to \$100,000	5.00	\$507.50 for the first \$50,000 plus \$5.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
CD - Building Services	\$100,001 and greater	4.25	\$757.50 for the first \$100,000 plus \$4.25 for each additional \$1,000 or fraction thereof
CD - Building Services	12% State Surcharge	12%	Required to be added to Building Permit Fees as per the State of Oregon, ORS 455.210(4) & (5) and 455.220(1)
CD - Building Services	Structural Plan Review – % of Structural Permit Fee	75%	
CD - Building Services	Code Compliance Fee for New Residential, Single Family Dwelling, and Manufactured Dwellings valuations will be 0.18% of building valuation	0.18%	Maximum fee of \$400.00; Supports code enforcement program
CD - Building Services	Code Compliance Fee for New Accessory and Residential Addition Building valuations 0.18% of building valuation (Maximum fee of \$270.00)	0.18%	Maximum fee of \$285.00; Supports code enforcement program
CD - Building Services	Compliance Fee for Commercial Structures Valuations 0.18% of building valuations (Maximum fee of \$525.00)	0.18%	Maximum fee of \$600.00; Supports code enforcement program
CD - Building Services	Advanced Planning Fee – Calculated on the valuation of the building project to support long range planning projects that are not fee supported in the amount of 0.30% of the building valuation	0.30%	Maximum fee of \$105,000; Fee waived on projects with valuation under \$300,000; supports long range planning projects that are not fee supported
CD - Building Services	Agricultural Building Exemption Review	72.00	
CD - Building Services	Residential Demolition Permit Fee - complete demolition, not subject to State Surcharge	105.00	
CD - Building Services	Commercial Demolition Permit Fee - complete demolition, not subject to State Surcharge	265.00	
CD - Building Services	Structural Alteration (not demo) - partial, soft, interior	Based on	See Structural Permit fee table by valuation, incurs State Surcharge value
CD - Building Services	Additional Plan Review - When applicable, per hour – 1/2 hour minimum	126.00	per hour
CD - Building Services	Change of occupancy/use - tenant improvement, other - administrative, no structural work indicated	187.50	
CD - Building Services	Pre-Application - Complex/large project consultation or review fee, per hour – 2 hour minimum	187.50	per hour; may include charges for review from technical experts as ACS
CD - Building Services	Re-Roofing, Residential (when required)	179.45	
CD - Building Services	Re-Roofing, Commercial Only (when required)	346.50	
CD - Building Services	Fire Life Safety Plan Review – % of Structural Permit Fee	40%	Required on all structures over 4000 sq. ft. and/or any project deemed necessary by the Building Official
CD - Building Services	Reinspection Fee, per each	126.00	
CD - Building Services	Investigation fee, per hour (may include supervision, overhead, equipment, and/or/wage of the employee(s) involved. Applicable to all disciplines and is surchargeable as inspection)	126.00	per hour

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
CD - Building Services	Each additional inspection, above allowable - per each	126.00	
CD - Building Services	Inspection outside normal business hours, per hour – 2 hour minimum	126.00	per hour
CD - Building Services	Inspection for which no fee is indicated, per hour	126.00	per hour
CD - Building Services	Special inspection or consult - structural, per each	126.00	per each
CD - Building Services	Phased Plan Review Fee - in addition to project plan review fees	\$315	Not to exceed \$1,500.00 for each phase minimum phasing (application) fee+ 10% of total project building permit fee
CD - Building Services	Deferred Submittal Plan Review in addition to project plan review fees – 65% of permit fee on deferred portion calculated using the value of the deferred portion with a \$300.00 minimum fee.	65%	\$300.00 minimum fee
CD - Building Services	Temporary Certificate of Occupancy – Commercial	450.00	
CD - Building Services	Temporary Certificate of Occupancy – Residential	270.00	
CD - Building Services	Temporary Gold Seal Job Trailer Placement Inspection		
CD - Building Services	a.) Single-wide unit	551.25	
CD - Building Services	b.) Double-wide unit	661.50	
CD - Building Services	c.) Triple-wide unit	783.00	
CD - Building Services	Residential Fire Suppression - Standalone System, fee includes plan review. (See		
CD - Building Services	0 to 2,000 sq. ft.	173.25	
CD - Building Services	2,001 to 3,600 sq. ft.	183.75	
CD - Building Services	3,601 to 7,200 sq. ft.	231.00	
CD - Building Services	7,201 sq. ft. and greater	283.50	
CD - Building Services	Commercial Fire Suppression - Alarms/Sprinklers - separate electrical permit applications may also be required.	See Structural Permit Fee table by valuation	
CD - Building Services	<b>Manufactured Dwelling Placement Permit Fees:</b>		
CD - Building Services	State (Cabana) Fee	30.00	State Administration Fee

Department	Fee Description	FY 25-26 Fee (\$) Effective 7/1/2025	Comments
CD - Building Services	Manufactured Dwelling Placement Permit Fee - Includes the concrete slab, runners or foundations that are prescriptive, electrical feeder and plumbing connections and all cross-over connections and up to 30 lineal feet of site utilities. Decks, other accessory structures, and foundations that are not prescriptive, utility connections beyond 30 lineal feet, new electrical services or additional branch circuits, and new plumbing - may require separate permits. All decks 30" above ground, carports, garages, porches, and patios are based on valuation and may also require separate permits.	670.00	
CD - Building Services	* See Structural schedule by valuation for non-dwelling modular placements		
CD - Building Services	Manufactured Dwelling – Inspections outside normal business hours, per hour – 2 hour minimum	126.00	
CD - Building Services	Manufactured Dwelling – Inspections for which no fee is specifically indicated, per hour	126.00	
CD - Building Services	Manufactured Dwelling – Investigation fee, per hour	126.00	
CD - Building Services	Reinspection fee, per inspection	126.00	
CD - Building Services	Each additional inspection, above allowable - per each	126.00	
CD - Building Services	<b>Manufactured Dwelling &amp; RV Parks - Area Development Permit</b> The Area Development Permit (ADP) Fee to be calculated based on the valuations shown in Table 2 of OAR 918-600-0030 for Manufactured Dwelling/Mobile Home Parks and Table 2 of OAR 918-650-0030 for Recreational Park & Organizational Camp - and applying the valuation amount to Table 1 as referenced for each.		
CD - Building Services	Plan check fee for Recreation Park - % of valuation	65%	% of Table 1 Valuation
CD - Building Services	<b>Solar Structural Installation Permits - separate Electrical Permit application may also be required</b>		
CD - Building Services	1.) Solar Permit (when required) - Prescriptive Path System, fee includes plan review.	187.50	
CD - Building Services	2.) Solar Permit - Non-Prescriptive Path System	based on the valuation	Fee as per Structural Permit Fee table by valuation to include the solar panels, racking, mounting elements, rails and the cost of labor to install. Solar electrical equipment including collector panels and inverters shall be excluded from the Structural Permit valuation.
CD - Building Services	<b>Mechanical Permits:</b>		
CD - Building Services	All Mechanical Permits are subject to a state Surcharge of 12% of the total Permit fee.		
CD - Building Services	Minimum mechanical permit application fee is \$120.00.	120.00	
CD - Building Services	<b>Commercial Mechanical Fees</b>		
	\$1 to \$5,000	120.00	Minimum Mechanical Permit Fee is \$120.00
	\$5,001 to \$25,000	10.00	\$120 for the first \$5,000 plus \$10.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
	\$25,001 to \$50,000	8.00	\$320 for the first \$25,000 plus \$8.00 for each additional \$1,000 or

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
	\$50,001 to \$100,000	6.00	\$520 for the first \$50,000 plus \$6.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
	\$100,001 and greater	4.25	\$820 for the first \$100,000 plus \$4.25 for each additional \$1,000 or fraction thereof
CD - Building Services	<b>Residential Mechanical Fees</b>		
CD - Building Services	Air Conditioner	16.30	
CD - Building Services	Air handling unit up to 10,000 cfm	16.30	
CD - Building Services	Air handling unit 10,001 cfm and over	21.50	
CD - Building Services	Appliance or piece of equipment regulated by code but not classified in other appliance categories.	13.50	
CD - Building Services	Attic/crawl space fans	9.40	
CD - Building Services	Chimney /liner/flue/vent	13.50	
CD - Building Services	Clothes dryer exhaust	13.50	
CD - Building Services	Decorative gas fireplace	13.50	
CD - Building Services	Ductwork - no appliance/apurtenance	13.50	
CD - Building Services	Evaporative cooler other than portable	9.40	
CD - Building Services	Floor furnace, including vent	13.50	
CD - Building Services	Flue Vent for water heater or gas fireplace	11.30	
CD - Building Services	Furnace - greater than 100,000 BTU	21.50	
CD - Building Services	Furnace - up to 100,000 BTU	20.00	
CD - Building Services	Furnace/burner including duct work/vent/liner	21.50	
CD - Building Services	Gas or wood fireplace/insert	21.50	
CD - Building Services	Gas Fuel piping outlets	13.50	
CD - Building Services	Heat pump	20.00	
CD - Building Services	Hood served by mechanical exhaust, including ducts for hood	9.40	
CD - Building Services	Hydronic hot water system	86.00	
CD - Building Services	Mini spit system	20.00	
CD - Building Services	Installation or relocation of domestic type incinerator	-	
CD - Building Services	Oil tank/gas/diesel generators	20.00	
CD - Building Services	Pool or spa heater, kiln	13.50	
CD - Building Services	Repair, alteration, or addition to mechanical appliance including the installation of controls	21.50	
CD - Building Services	Range hood/other kitchen equipment	13.00	
CD - Building Services	Suspended heater, recessed wall heater, or floor mounted floor heater	13.50	
CD - Building Services	Ventilation fan connected to single duct	9.40	
CD - Building Services	Ventilation system not a portion of heating or air-conditioning system authorized by this permit	9.40	
CD - Building Services	Water heater	54.00	

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
CD - Building Services	Wood/pellet stove	21.50	
CD - Building Services	Other heating/cooling	13.50	
CD - Building Services	Other fuel appliance	13.50	
CD - Building Services	Other environment exhaust/ventilation	9.40	
CD - Building Services	The Mechanical Plan Review Fee is based on valuation of 75% of the determined Permit Fee, where applicable.		
CD - Building Services	Mechanical – Additional plan review (when applicable), per hour – 1/2 hour minimum	126.00	Per hour
CD - Building Services	Mechanical – Reinspection fee, per each	126.00	
CD - Building Services	Mechanical - Each additional inspection, above allowable - per each	126.00	
CD - Building Services	Mechanical – Inspections outside normal business hours, per hour – 2 hour minimum	126.00	Per hour
CD - Building Services	Mechanical – Inspections for which no fee is specifically indicated, per each, one hour minimum	126.00	Per each, one hour minimum
CD - Building Services	Mechanical – Investigation fee, per hour	126.00	Per hour
CD - Building Services	<b>Plumbing Permits:</b>		
CD - Building Services	All Plumbing Permits are subject to a State Surcharge of 12% of the total Permit fee		
CD - Building Services	The minimum Plumbing Permit Application Fee is \$120.00		
CD - Building Services	<b>Commercial and Non-New Residential - Site Utilities</b>		
CD - Building Services	Sanitary Sewer – first 100 feet	90.15	Permit fee, where applicable
CD - Building Services	Storm Sewer – first 100 feet	90.15	
CD - Building Services	Water Service – first 100 feet	90.15	
CD - Building Services	Each additional 100 feet or fraction thereof water, sanitary sewer, or storm sewer	74.15	
CD - Building Services	Mfd Park -site utility connections, per space	178.50	
CD - Building Services	Reinspection fee, per each	126.00	
CD - Building Services	Plumbing – Each additional inspection, above allowable - per each	126.00	
CD - Building Services	Plumbing – Inspections for which no fee is specifically indicated, per hour, minimum one hour	126.00	
CD - Building Services	Plumbing – Inspections outside normal business hours, per hour – 2 hour minimum	126.00	
CD - Building Services	Plumbing – Investigation fee, per hour	126.00	
CD - Building Services	The Plumbing Plan Review Fee is 30% of the Permit fee.		
CD - Building Services	Plumbing - Additional Plan Review - When applicable, per hour – 1/2 hour minimum	126.00	
CD - Building Services	New 1&2 Family Dwelling - includes one kitchen, first 100 feet each of site utilities, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system. Half bath counted as whole.		
CD - Building Services	First Kitchen & Bathroom	347.00	Includes 100 feet of water, sewer, and storm lines
CD - Building Services	First Kitchen & 2 Bathrooms	463.00	Includes 100 feet of water, sewer, and storm lines
CD - Building Services	First Kitchen & 3 Bathrooms	580.00	Includes 100 feet of water, sewer, and storm lines
CD - Building Services	Additional bath/kitchen	230.00	

Department	Fee Description	FY 25-26 Fee (\$) Effective 7/1/2025	Comments
CD - Building Services	Each additional 100 feet or fraction thereof of site utilities - water, sewer, storm (which includes rain, footing, trench, and leach drains) - first 100 feet included in bathroom/kitchen fee	74.00	
CD - Building Services	Plumbing fixture as marked on application	30.00	
CD - Building Services	Re-piping/retrofit water supply, per fixture	30.00	
CD - Building Services	Backflow preventer	30.00	
CD - Building Services	Water heater	54.00	
CD - Building Services	<b>Residential Fire Suppression - Multipurpose/Continuous Loop System, plan review included (See Structural Fee section for Standalone System)</b>		
CD - Building Services	0 to 2,000 sq. ft.	173.25	
CD - Building Services	2,001 to 3,600 sq. ft.	183.75	
CD - Building Services	3,601 to 7,200 sq. ft.	231.00	
CD - Building Services	7,201 sq. ft. and greater	283.50	
CD - Building Services	<b>Medical Gas Permits:</b>		
CD - Building Services	\$1 to \$5,000	122.25	Minimum Medical Gas Fee is \$122.25
CD - Building Services	\$5,001 to \$10,000	2.00	\$122.25 for the first \$5,000 plus \$2.00 for each additional \$100 or fraction thereof, to and including \$10,000
CD - Building Services	\$10,001 to \$100,000	7.00	\$222.25 for the first \$10,000 plus \$7.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
CD - Building Services	\$100,001 and greater	5.00	\$852.25 for the first \$100,000 plus \$5.00 for each additional \$1,000 or fraction thereof
CD - Building Services	<b>Electrical Permits:</b>		
CD - Building Services	1.) All electrical Permits are subject to a State Surcharge of 12% of the total permit fee	12%	
CD - Building Services	The minimum Electrical Permit Application Fee is \$120.00	120.00	
CD - Building Services	<b>New Construction</b>		
CD - Building Services	<b>Residential</b>		
CD - Building Services	1,000 sq. ft. or less	202.00	
CD - Building Services	Each additional 500 sq. ft. or portion thereof	33.65	
CD - Building Services	Limited energy - new residential construction	47.15	
CD - Building Services	<b>Multifamily</b>		
CD - Building Services	New Multifamily Construction		Multi-family is based on largest unit using residential square footage with each additional unit at 50%
CD - Building Services	Multifamily, new construction - limited energy by floor	90.00	
CD - Building Services	Multifamily, new construction - protective signaling by floor	90.00	
CD - Building Services	Each manufactured home or modular dwelling service	121.50	
CD - Building Services	Service or feeders:		installation, alteration, relocation

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
CD - Building Services	200 amps or less	130.10	
CD - Building Services	201 to 400 amps	153.50	
CD - Building Services	401 to 600 amps	258.00	
CD - Building Services	601 to 1,000 amps	338.20	
CD - Building Services	Over 1,000 amps or volts	770.00	
CD - Building Services	Reconnect only	121.50	
CD - Building Services	Temporary service or feeders:		installation, alteration, relocation
CD - Building Services	200 amps or less	121.50	
CD - Building Services	201 to 400 amps	141.50	
CD - Building Services	401 to 600 amps	204.00	
CD - Building Services	601 to 1,000 amps	338.50	See services or feeders section above
CD - Building Services	Over 1,000 amps or volts	770.00	See services or feeders section above
CD - Building Services	Branch circuits:		New, alteration, extension per panel
CD - Building Services	Fee for branch circuits with purchase of a service or feeder fee	9.70	
CD - Building Services	Fee for branch circuits without purchase of a service or feeder fee		
CD - Building Services	First branch circuit	90.00	
CD - Building Services	Each additional branch circuit	9.70	
CD - Building Services	Each add'l branch circuit - per each	9.70	
CD - Building Services	Miscellaneous (service or feeder not included):		service or feeder not included
CD - Building Services	Pump or irrigation circle - per each	90.00	
CD - Building Services	Sign or outline lighting - per each	90.00	
CD - Building Services	Signal circuit(s) or a limited-energy panel, alteration or extension, each system - non-new residential and all commercial (new residential and multifamily construction - see above)	90.00	
CD - Building Services	Swimming Pool (incl panel, circuits and bonding)	178.60	
CD - Building Services	Commercial Electrical Multi-Family		
CD - Building Services	Multi-family limited energy by floor	90.14	
CD - Building Services	Multi-family protective signaling by floor	90.14	
CD - Building Services	Renewable Energy		
CD - Building Services	Renewable energy for electrical systems - 5KVA or Less	121.50	
CD - Building Services	Renewable energy for electrical systems - 5KVA to 15KVA	153.00	
CD - Building Services	Renewable energy for electrical systems - 15.01KVA to 25KVA	204.00	
CD - Building Services	Renewable energy - solar generation over 25KVA	7.00	\$204.00 for the first 25KVA plus \$7.00 for each additional KVA; *maximum permit charge at calculation of 100KVA (\$729)
CD - Building Services	Wind Energized Systems		
CD - Building Services	Renewable energy for wind systems 25.01 KVA through 50 KVA	262.75	
CD - Building Services	Renewable energy for wind systems 50.01 KVA through 100 KVA	631.00	

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
CD - Building Services	Master Electrical Application Permit fee - one time at initial application; renews annually as applicable	100.00	
CD - Building Services	Master Electrical inspection fee, per hour - includes travel time, inspection, and report writing	126.00	per hour
CD - Building Services	Electrical Plan Review – % of Electrical Permit Fee when required	25%	
CD - Building Services	Electrical - Additional plan review (when applicable), per hour - 1/2 hr minimum	126.00	
CD - Building Services	Reinspection Fee, per each, minimum one hour	126.00	
CD - Building Services	Inspection outside normal business hours, per hour – 2 hour minimum	126.00	
CD - Building Services	Inspection for which no fee is specifically indicated, per hour – one hour minimum	126.00	
CD - Building Services	Each additional inspection, above allowable - per each	126.00	
CD - Building Services	Investigation fee, per hour	126.00	
CD - Building Services	<b>Miscellaneous Fees:</b>		
CD - Building Services	Refund processing fee	82.00	refunds must be requested within 180 days of application; refunds are not available for any work that has been performed
CD - Building Services	Permit Reinstatement due to expired permit (within a 6-month window)	50% of current fee for new permit	New Permit Fee thereafter
CD - Building Services	Permit Extension	50.00	
CD - Building Services	Permit History Research Fee, per hour	84.00	
CD - Building Services	Copies, per page	0.25	
CD - Building Services	Oversize copies, per page	5.00	
CD - Building Services	Permit Shipping	10.00	
CD - Building Services	Administrative/Clerical Fee	86.50	
CD - Code Enforcement	<b>Code Enforcement:</b>		
CD - Code Enforcement	Code Enforcement Hourly Rate, per hour	134.00	As Permitted by Crook County Code Title 1, cost recovery
CD - Code Enforcement	Site investigation, per hour – 2 hour minimum	134.00	
CD - Code Enforcement	Code compliance letter, research and investigation, per hour – 2 hour minimum	134.00	
CD - Code Enforcement	Code compliance hearing fee	500.00	
CD - On-Site	<b>On-Site (Septic Systems) Permits:</b>		<b>On-Site may charge twice the established fee for a septic permit or approval if work is commenced before the required Permits have been issued.</b>
CD - On-Site	State surcharge		<b><u>A DEQ surcharge will be added to site evaluations, permits, and other activity</u></b> where required: all state fee schedules are subject to change based on legislative action and may be revised throughout the year.

Department	Fee Description	FY 25-26 Fee	Comments
		(\$) Effective 7/1/2025	
CD - On-Site	Code Compliance Fee	63.00	Added to all new construction permits, authorizations, and alterations
CD - On-Site	Site Evaluation Fee	808.00	
CD - On-Site	Septic Systems		
CD - On-Site	Standard system, first 1,000 gallons	998.00	
CD - On-Site	Capping fill, first 1,000 gallons	1,244.00	
CD - On-Site	Grey water sump, first 1,000 gallons	452.00	
CD - On-Site	Pressure distribution, first 1,000 gallons	1,496.00	
CD - On-Site	Redundant, first 1,000 gallons	740.00	
CD - On-Site	Sand filter, first 1,000 gallons	1,880.00	
CD - On-Site	Saprolite system, first 1,000 gallons	914.00	
CD - On-Site	Seepage trench, first 1,000 gallons	1,239.00	
CD - On-Site	Steep slope, first 1,000 gallons	1,239.00	
CD - On-Site	Tile dewatering, first 1,000 gallons	2,678.00	
CD - On-Site	Each additional 500 gallons above 1,000 gallons or part thereof ("commercial" septic systems)	200.00	\$200 for each additional 500 gallons or part thereof
CD - On-Site	Plan Review		
CD - On-Site	Commercial facility system, 0 to 600 gallons		Covered under the permit fee
CD - On-Site	Commercial facility system, 601 to 1,000 gallons	310.00	
CD - On-Site	Each additional 500 gallons or part thereof above 1,000 to 2,500 gallons	95.00	\$280 for the first 1,000 gallons plus \$85 for each additional 500 gallons or part thereof
CD - On-Site	Renewal/reinstatement/transfer permit	368.00	Within 1 year of expiration of original permit
CD - On-Site	Major septic system repair, single family dwelling	572.00	
CD - On-Site	Minor septic system repair, single family dwelling	315.00	
CD - On-Site	Major commercial septic system repair	546.00	
CD - On-Site	Minor commercial septic system repair	320.00	
CD - On-Site	Major septic system alteration/relocation (drain field)	866.00	
CD - On-Site	Minor septic system alteration/relocation (tank)	483.00	
CD - On-Site	ATT Annual Report Review – in-house	60.00	
CD - On-Site	ATT Systems Permit – with/without pressure distribution	1,565.00	
CD - On-Site	ATT Systems – O&M Inspection	462.00	
CD - On-Site	Holding tank Permit	930.00	
CD - On-Site	Holding tank inspection report – in-house	60.00	
CD - On-Site	Holding tank inspection annual – field	290.00	
CD - On-Site	Authorization, field visit required	685.00	Permit issued under the authorization will be without the repair fee
CD - On-Site	Authorization, no field visit required	252.00	
CD - On-Site	Evaluation/renewal of temporary/hardship authorization	263.00	
CD - On-Site	Existing system evaluation – field	630.00	

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
CD - On-Site	Sewage disposal service, pumper truck inspection, first truck	173.00	
CD - On-Site	Sewage disposal service, each additional truck	74.00	
CD - On-Site	Accela yearly O&M entry fee, each	10.00	
CD - On-Site	Re-inspection fee	158.00	When a pre-covered inspection correction requires a subsequent reinspection due to the previous corrections not being made. No further inspections until the reinspection fee is paid.
CD - On-Site	Pump evaluation Fee	53.00	For all permits that specify the use of a pump or dosing system except for Sand Filter, ATT, Recirculating gravel filter and pressurized distribution systems
CD - On-Site	On-site specialist consultation fee, in-house, per hour – 1-hour minimum	110.00	
CD - On-Site	On-site specialist consultation fee, field, per hour – 1-hour minimum	220.00	
CD - On-Site	Refund/Administrative fee	53.00	
CD - On-Site	<b>On-Site may charge twice the established fee for a septic permit or approval if work is commenced before the required Permits have been issued.</b>		
CD - On-Site	Notice: A surcharge to offset DEQ administrative and oversight costs and are assessed by DEQ for each site evaluation, construction, repair, renewal authorization, and all other activities for which an application is submitted. There is no surcharge for pumper truck inspections. The proceeds are forwarded to DEQ on a quarterly basis. The surcharge is set by the State of Oregon and will be adjusted to reflect State-imposed changes.		
CD - Planning	<b>Planning Fees:</b>		
CD - Planning	Unless otherwise stated in "Comments", all Planning fees will also have an additional		Note: Code Compliance fees may double for violation cases
CD - Planning	1.) Code Compliance Fees for planning applications:		
CD - Planning	Planning Fees totaling \$0-200		
CD - Planning	Planning Fees totaling \$201-500	63.00	
CD - Planning	Planning Fees totaling \$501-1,000	116.00	
CD - Planning	Planning Fees totaling \$1,001-5,000	180.00	
CD - Planning	Planning Fees totaling \$5,001-10,000	578.00	
CD - Planning	10,001	840.00	
CD - Planning	2.) Appeals - Remands		
CD - Planning	Appeal to Planning Commission	250.00	*\$250 or as set by statute
CD - Planning	Appeal to County Court	\$3,500 + 20%	Appellant must also provide transcripts of relevant meeting tapes at of original appellant's expense
CD - Planning	Remand from LUBA	\$2,000	Actual costs with deposit required at time of appeal submission - deposit + Covers costs for notices mailed, copy charges, staff time and other actual cost costs.
CD - Planning	CD/USB records, each	10.00	
CD - Planning	3.) Documents Purchased		
CD - Planning			No Code Compliance Fee

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
CD - Planning	Duplication fees, per page	0.25	
CD - Planning	Duplication of oversize exhibits, per page	5.00	
CD - Planning	Local Appeal Record on CD/USB, per CD/USB	10.00	
CD - Planning	4.) Land Partitions		Code Compliance Fee to be added
CD - Planning	Land partitions, 2 to 3 lots	1,985.00	
CD - Planning	Measure 49 Land Partition	2,305.00	
CD - Planning	Farm partition/forest partition, 2 to 3 lots	1,985.00	
CD - Planning	Non-farm partition, 2 to 3 lots, including Site Plan Reviews	3,895.00	
CD - Planning	Property Line Adjustment	1,070.00	
CD - Planning	Property Line Adjustment with notice	1,345.00	
CD - Planning	Lot Combining/Uncombining	750.00	
CD - Planning	Final Plat Review	200.00	
CD - Planning	Replat	1,985.00	
CD - Planning	Validation of a unit of land	1,985.00	
CD - Planning	5.) Conditional Use Permits		Code Compliance Fee to be added
CD - Planning	Administrative	1,985.00	e.g. dog kennels, home occupations
CD - Planning	With hearing	4,365.00	e.g. bed & breakfast; golf course, multi-family residential
CD - Planning	Modification of conditions, administrative	1,345.00	
CD - Planning	Modification of conditions, with hearing	3,730.00	
CD - Planning	Mineral aggregate	11,650.00	
CD - Planning	Commercial energy	12,670.00	Additional fee will apply if a goal exception is required
CD - Planning	Forest dwelling	3,100.00	
CD - Planning	Annual Report Review	200.00	
CD - Planning	6.) Amendments		Code Compliance Fee to be added
CD - Planning	Comprehensive plan amendment	5,765.00	
CD - Planning	Comprehensive plan amendment, required goal exception	7,365.00	
CD - Planning	Zone map change, Measure 56 notice required	5,765.00	
CD - Planning	Zone map change, if no Measure 56 notice required	4,670.00	
CD - Planning	Zone text change, Measure 56 notice required	5,765.00	
CD - Planning	Zone text change, if no Measure 56 notice required	4,670.00	
CD - Planning	7.) Site Plan Reviews		Code Compliance Fee to be added
CD - Planning	Residential	1,070.00	
CD - Planning	Accessory Structure	290.00	
CD - Planning	Accessory Structure – with verification of existing dwelling	365.00	
CD - Planning	Accessory Structure – under 200 sq. ft. with no plumbing, electrical or mechanical	95.00	
CD - Planning	Accessory Dwelling Unit	1,225.00	
CD - Planning	Accessory Farm Help Dwelling	1,665.00	

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
CD - Planning	Accessory Farm Family Dwelling	1,665.00	
CD - Planning	Administrative	1,665.00	
CD - Planning	Farm Dwelling	1,665.00	
CD - Planning	Replacement Farm or Forest Dwelling	1,225.00	
CD - Planning	Non-Farm Dwelling on existing parcel	3,100.00	
CD - Planning	Accessory Forest-Family Dwelling	1,665.00	
CD - Planning	Lot of Record	1,665.00	ORS 215.705
CD - Planning	Commercial, Industrial	1,665.00	
CD - Planning	Utility Facilities, Cell Towers	3,895.00	
CD - Planning	Site Plan Modification	750.00	
CD - Planning	Renewal of expired site plan review (residential zone dwellings)	50%	50% of original fee
CD - Planning	8.) Subdivisions / Planned Unit Developments		Code Compliance Fee to be added
CD - Planning	Outline development / master plan	\$3,830 + \$240	Base fee of \$3,830, plus \$240 per lot per lot
CD - Planning	Subdivision name changes, per change	905.00	
CD - Planning	Final plat review	2,230.00	
CD - Planning	Subdivision modification request by applicant with hearing	5,490.00	
CD - Planning	Public hearing extension request	905.00	
CD - Planning	Replat	1,985.00	
CD - Planning	9.) Destination Resort		Code Compliance Fee to be added
CD - Planning	Conditional Use Permit, Modification	19,715.00	
CD - Planning	Subdivision Phase	\$4,375 + \$240	Base fee of \$4,375, plus \$240 per lot per lot
CD - Planning	Site plan review – Residential	1,385.00	
CD - Planning	Site plan review – Commercial	1,545.00	
CD - Planning	Final development review	4,090.00	
CD - Planning	Final plat review	2,230.00	
CD - Planning	Replat	1,985.00	
CD - Planning	10.) Other Permit Fees		Code Compliance Fee to be added
CD - Planning	Legal parcel/lot determination		
CD - Planning	First legal lot	750.00	
CD - Planning	Each additional lot	\$200 + hourly	\$200 per lot for the first two hours of review. \$94 per hour after two hours
CD - Planning	Complex project fee	Actual costs, \$1,100	Actual costs will be charged; \$1,100 deposit required deposit req'd
CD - Planning	Variance		

Department	Fee Description	FY 25-26 Fee	Comments
		(\$) Effective 7/1/2025	
CD - Planning	Without public hearing	1,070.00	
CD - Planning	With public hearing	3,730.00	
CD - Planning	Declaratory ruling	1,665.00	
CD - Planning	Declaratory ruling - Measure 49	Actual costs, Actual cost will be charged; \$7,500 deposit required \$7,500 deposit req'd	
CD - Planning	Nonconforming Use Alteration	Actual costs, Actual costs will be charged; \$1,500 deposit required \$1,500 deposit req'd	
CD - Planning	Sign Permit	580.00	
CD - Planning	Temporary Hardship		
CD - Planning	Dwelling	450.00	
CD - Planning	Renewal, every 2 years	100.00	
CD - Planning	Temporary Use Permit		
CD - Planning	Property owner RV on lot for up to 6 months	295.00	
CD - Planning	Property owner RV on lot renewal for next 6 months	45.00	
CD - Planning	Land Use Compatibility Statement	95.00	
CD - Planning	Land Use Compatibility Statement - Onsite Sign-Off	75.00	
CD - Planning	Building Permit Review	100.00	
CD - Planning	Floodplain Review	200.00	
CD - Planning	Planning Director Determination (Interpretation-Advisory Only)	1,380.00	
CD - Planning	Staff Research/Consultation, per hour – 1-hour minimum	92.00	
CD - Planning	All land use extension requests	300.00	
CD - Planning	Amendments to applications after completeness has been determined	Actual costs, Actual costs will be charged; \$315 deposit required \$315 deposit req'd	
CD - Planning	Refund Requests		
CD - Planning	Before completeness is determined	75%	
CD - Planning	After Pre-Notice is mailed or 30 day completeness is determined.	50%	
CD - Planning	After Notice of Decision is mailed there will be no refund.	no refund	
CD - Planning	Farm stand reviews	298.70	
CD - Planning	One mile study with analysis	770.00	
CD - Planning	One mile study - data only	270.00	
CD - Planning	Soils report	95.00	
CD - Planning	Wildlife density analysis	95.00	
CD - Planning	Consultant fee*	Actual costs, Actual costs will be charged; \$5,000 deposit required \$5,000 deposit req'd	

Department	Fee Description	FY 25-26 Fee	
		(\$)	Effective
		7/1/2025	Comments
CD - Planning	*Consultant fees are charged when in the judgment of the Planning Director, Planning Commission, or County Counsel, expertise or resources are required outside the scope of the County’s ability to evaluate an application accurately or timely and additional assistance is needed. In some cases, consultation is required by County ordinance. Examples include but are not limited to evaluation of a proposed energy-related facility and related impacts, evaluation of environmental impact of certain industries, evaluation of the impact of certain applications on airport operations or a traffic-impact study.		
CD - Planning	11.) Events		Code Compliance Fee to be added
CD - Planning	Agritourism in County Exclusive Farm Use Zones		
CD - Planning	Expedited one time single event	175.00	
CD - Planning	Single Event		Actual costs, Actual costs will be charged; \$580 deposit required \$580 deposit req'd
CD - Planning	2 to 6 Events without Public Hearing		actual costs, Actual costs will be charged; \$790 deposit required \$790 deposit req'd
CD - Planning	2 to 6 Events with Public Hearing		actual costs, Actual costs will be charged; \$1,215 deposit required \$1,215 deposit req'd
CD - Planning	7 to 18 Events		actual costs, Actual costs will be charged; \$2,865 deposit required \$2,865 deposit req'd
CD - Planning	Agritourism renewal	275.00	
CD - Planning	Social Gatherings		As identified in Crook County Code 5.04 Article II
CD - Planning	101 to 250 participants	240.00	
CD - Planning	251 to 500	605.00	
CD - Planning	501 to 1,000	1,215.00	
CD - Planning	1,001 to 3,000	1,820.00	
CD - Planning	Mass Gatherings (As identified in Crook County Code 5.04 Article I)	6,075.00	As identified in Crook County Code 5.04 Article I
CD - Planning	12.) Road Approach		Code Compliance Fee to be added
CD - Planning	Road Approach Permits		Collected fees shared between CD-Planning and Road Department or CD-Planning and CD-Code Compliance
CD - Planning	Residential, new	315.00	For County-maintained roads or roads approaching County-maintained roads, \$157.50 to CD-Planning and \$157.50 to Road Department. For public roads that do not approach state, County, or City roads, \$157.50 to CD-Planning and \$157.50 to CD-Code Compliance.

Department	Fee Description	FY 25-26 Fee (\$) Effective 7/1/2025	Comments
CD - Planning	Residential, grandfathered	165.00	No fee for accesses created prior to 2000. Grandfathered Access permits are for existing single homes only. For County-maintained roads or roads approaching County-maintained roads, \$49.50 to CD-Planning and \$115.50 to Road Department. For public roads that do not approach state, County, or City roads, \$49.50 to CD-Planning and \$115.50 to CD-Code Compliance.
CD - Planning	Subdivision / PUD / Destination Resort	1,215.00	For County-maintained roads or roads approaching County-maintained roads, \$486 to CD-Planning and \$729 to Road Department. For public and private roads that do not approach state, County, or City roads, \$486 to CD-Planning and \$729 to CD-Code Compliance.
CD - Planning	Commercial/ industrial or institutional	615.00	For County-maintained roads or roads approaching County-maintained roads, \$307.50 to CD-Planning and \$307.50 to Road Department. For public roads that do not approach state, County, or City roads, \$307.50 to CD-Planning and \$307.50 to CD-Code Compliance.
CD - Planning	13.) Addressing/Roads		
CD - Planning	Addressing		
CD - Planning	County (excluding inside city limits)	158.00	Includes Address and Fire Marker
CD - Planning	Inside City limits	126.00	
CD - Planning	Utility Address	126.00	(may be required for a permit where a utility is requested)
CD - Planning	Fire Marker Fee for Existing, Verified Address	35.00	
CD - Planning	Road Naming	2,155.00	Code Compliance Fee to be added
CD - Planning	New or replacement road name sign/stop/post	825.00	Installed by County Road Dept; within the County right of way on a private or public road and/or intersecting County-maintained road
CD - Planning	Road Vacation	1,655.00	Collected fees shared \$1,160 to County Counsel, \$495 to Road Department
CD - Planning	Road Development Inspection Fees		For Public and Private Roads; Road Inspection costs are paid to a third-party engineering firm. The fees listed reflect the actual costs.
CD - Planning	Traffic Review		
CD - Planning	0 to 20 potential average daily trips	1,781.90	
CD - Planning	21 to 99 potential average daily trips	1,781.90	
CD - Planning	100 to 200 potential average daily trips	5,407.50	
CD - Planning	Resorts	16,222.50	
CD - Planning	Plan Review		
CD - Planning	0 to 20 potential average daily trips	3,244.50	
CD - Planning	21 to 99 potential average daily trips	4,326.00	
CD - Planning	100 to 200 potential average daily trips	5,407.50	
CD - Planning	Resorts	16,222.50	
CD - Planning	Site Observations		Includes cost of storm water plan review
CD - Planning	0 to 20 potential average daily trips	2,662.55	

Department	Fee Description	FY 25-26 Fee	Comments
		(\$) Effective 7/1/2025	
CD - Planning	21 to 99 potential average daily trips	2,662.55	
CD - Planning	100 to 200 potential average daily trips	2,662.55	
CD - Planning	Resorts	5,407.50	
CD - Planning	Note 1: Fees assume 3 reviews will be adequate. For projects requiring additional visits, additional fees will apply.		
CD - Planning	Note 2: Fees assume 4 site visits will be adequate. For projects requiring additional visits, additional fees will apply.		
CD - Planning	Note 3: Assumes 4 site visits (sub-base, ¾", ½" and paving). For projects requiring additional visits, additional fees will apply.		
CD - Planning	Note 4: Fees shown above are for subdivisions up to 200 potential average daily trips. For subdivisions in excess of 200 potential average daily trips, additional fees will apply.		
<b>District Attorney</b>			
District Attorney	Traffic violations	25.00	
District Attorney	Diversion revocations	25.00	
District Attorney	Probation violations (misdemeanor and felony)	25.00	
District Attorney	Non-traffic violations and misdemeanor crimes		
District Attorney	First 30 pages	25.00	
District Attorney	per page after 30 pages	0.25	
District Attorney	Felony crimes		
District Attorney	First 30 pages	25.00	
District Attorney	per page after 30 pages	0.25	
District Attorney	Homicides		
District Attorney	First 30 pages	200.00	
District Attorney	per page after 30 pages	0.25	
District Attorney	Physical media storage device (CD, tape, zip drive, etc.)	25.00	
District Attorney	Digital media/digital evidence, per item	10.00	Video or other non-document items
District Attorney	Legal Counsel or District Attorney review, per hour	165.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
District Attorney	Paralegal/Legal Assistant staff time, per hour	115.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
District Attorney	Complex Project Fee	Actual costs, \$1,000 deposit req'd	Actual costs will be charged; \$1,000 deposit required
<b>Facilities</b>			
<i>Fees not applicable for Crook County or City of Prineville Government</i>			

Department	Fee Description	FY 25-26 Fee (\$) Effective 7/1/2025	Comments
<b>Finance</b>			
Finance	Monthly delinquent file listing for property taxes, per month	100.00	
Finance	Returned Check fees/charges (Insufficient funds -- NSF)	35.00	Covered in County-wide section
Finance	Research Fee, per hour - 1 hr minimum	120.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
Finance	Special Check Run (outside regular schedule)	25.00	
<b>Fairgrounds</b>			
Fairgrounds	<b>Refundable Deposit Rates</b>		Refunded in 2-10 business days depending upon payment method
Fairgrounds	Damage & Cleaning (alcohol present)*	700.00	Events with less than 50 people
Fairgrounds	Damage & Cleaning (alcohol present)*	1,800.00	Events with more than 50 people
Fairgrounds	*Security is required for events where alcohol is served, and must be coordinated and paid for by the renter. Security must be present for the duration of the event. Private events		
Fairgrounds	Damage & Cleaning (no alcohol present)	600.00	
Fairgrounds	Kitchen Use Per Rental	132.00	
Fairgrounds	PA System Deposit	66.00	
Fairgrounds	<b>Rental Rates</b>		All renters are required to provide proof of Special Events Liability Insurance with a \$1M minimum aggregate, naming Crook County and the Crook County Fair Board as additional insureds.
Fairgrounds	<i>Carey Foster Hall</i>		
Fairgrounds	All Event Types per day (8:00am to 11:30pm)	588.00	
Fairgrounds	All Event Types per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	294.00	
Fairgrounds	All Event Types hourly rate	66.00	
Fairgrounds	Kitchen Use per rental period	132.00	
Fairgrounds	PA System Use per rental period	66.00	
Fairgrounds	<i>Grizzly Mountain Pavilion</i>		
Fairgrounds	All Event Types per day (8:00am to 11:30pm)	424.00	Building expansion, 2,000 sf added in 2024
Fairgrounds	All Event Types per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	212.00	
Fairgrounds	All Event Types hourly rate	66.00	
Fairgrounds	<i>Indoor Arena</i>		
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm)	588.00	
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	294.00	
Fairgrounds	Ticketed Event per session (8:00am to 11:30pm)	1,944.00	
Fairgrounds	Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	294.00	
Fairgrounds	All Event Types hourly rate	66.00	

Department	Fee Description	FY 25-26 Fee	Comments
		(\$) Effective 7/1/2025	
Fairgrounds	Bereavement per event	150.00	
Fairgrounds	Lights per hour	8.00	
Fairgrounds	Pens (each pen per rental period)	11.00	
Fairgrounds	PA System Use per rental period	66.00	
Fairgrounds	Heating Fees (5 banks available) per hour per bank	16.00	
Fairgrounds	Tractor or Water Truck Usage each per rental period	85.00	
Fairgrounds	Fee to roll arena flat	120.00	
Fairgrounds	<i>Pavilion Tent &amp; Stage</i>		
Fairgrounds	Pavilion Tent & Stage only per day	324.00	
Fairgrounds	Pavilion Tent, Stage & Grass Area per day (RV Hookups included)	588.00	
Fairgrounds	Pavilion Tent & Stage hourly rate	66.00	
Fairgrounds	<i>Outdoor Arena</i>		
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm)	714.00	
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	357.00	
Fairgrounds	Ticketed Event per session (8:00am to 11:30pm)	1,944.00	
Fairgrounds	Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	357.00	
Fairgrounds	All Event Types hourly rate	66.00	
Fairgrounds	Bereavement per event	150.00	
Fairgrounds	Lights per hour	27.00	
Fairgrounds	PA System Use per rental period	66.00	
Fairgrounds	Tractor or Water Truck Usage each per rental period	85.00	
Fairgrounds	Event Setup & Take Down Fee per hour	132.00	
Fairgrounds	<i>Lookout Mountain Building</i>		
Fairgrounds	All Event Types per day (8:00am to 11:30pm)	200.00	
Fairgrounds	All Event Types hourly rate	66.00	
Fairgrounds	Bereavement per event	150.00	
Fairgrounds	<i>Open Riding</i>		
Fairgrounds	Per rider, per day	11.00	
Fairgrounds	Per rider, 30-day permit	46.00	
Fairgrounds	Per family, 30-day permit (immediate family members only)	90.00	
Fairgrounds	<i>Stalls</i>		
Fairgrounds	Horse stalls (per night, shavings not included)	\$20/night + \$25 fee for each stall not mucked out upon leaving \$25 fee per stall not mucked	
Fairgrounds	<i>Camping</i>		
Fairgrounds	Dry Camping (per night)	20.00	
Fairgrounds	RV Hook Ups (per night)	30.00	

Department	Fee Description	FY 25-26 Fee (\$) Effective 7/1/2025	Comments
<b>Legal Counsel</b>			
Legal Counsel	Legal Counsel review, per hour	143.00	Rates are consistent with the posted rates for the Oregon Department of Justice.
Legal Counsel	Paralegal staff time, per hour	79.00	Rates are consistent with the posted rates for the Oregon Department of Justice.
Legal Counsel	Complex Project Fee	Actual cost, \$1,000 deposit req'd	Actual cost will be charged; \$1,000 deposit required
<b>GIS</b>			
GIS	<b>Professional Services</b>		
GIS	Standard labor rate, per hour – 1-hour minimum	120.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	Quick Maps – Small Format	10.00 + print costs	Basic layers with or w/o imagery
GIS	Quick Maps – Large Format	15.00 + print costs	Basic layers with or w/o imagery
GIS	Custom Mapping, per hour – 1-hour minimum	120.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	GIS Database Analysis, per hour – 1-hour minimum	120.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	<b>Printing &amp; Scanning (Small format) Cost Per sheet</b>		
GIS	8.5 X 11 (B&W)	0.25	
GIS	8.5 X 11 (Color)	0.75	
GIS	11 X 17 (B&W)	0.50	
GIS	11 X 17 (Color)	1.50	
GIS	<b>Printing (Large format)</b>		
GIS	Plat Copy (B&W), Per sheet	5.00	
GIS	Maps/other (B&W), per sq. ft. – \$10 minimum	1.50	\$10 minimum
GIS	Maps/other (Color), per sq. ft. – \$10 minimum	2.00	\$10 minimum
GIS	<b>Scanning (Large Format)</b>		
GIS	Large Format (larger than 11 X 17), per sq. ft. – \$15 minimum	1.50	\$15 minimum
GIS	<b>Custom services</b>		
GIS	1- mile study and report	170.00	
GIS	Soil survey 1	25.00	
GIS	Soil survey 2	75.00	
GIS	<b>GIS Data</b>		
GIS	Custom Data Request, per hour - 1 hour minimum	120.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	Media fee, per disk or storage device	10.00	

Department	Fee Description	FY 25-26 Fee (\$) Effective 7/1/2025	Comments
GIS	<b>GIS Mapping fee (included in planning fees)</b>		
GIS	Conditional use Permit, non-farm partitioning/vacant/herbaceous forest, per lot	60.00	
GIS	Conditional use Permit, non-farm partitioning w/existing residence, per lot	60.00	
GIS	Conditional use Permit, non-farm dwelling on existing parcel	60.00	
GIS	Conditional use Permit, farm partitioning	60.00	
GIS	Conditional use Permit, non-residential	60.00	
GIS	Site plan review, residential or commercial	60.00	
GIS	Subdivision, PUD, condo, per unit, per lot	60.00	
GIS	Final plat review, subdivision, Per lot	60.00	
GIS	Road Vacation	60.00	
<b>Health Services</b>			
Health Services	In most cases, the increases in immunizations are based on changes in the cost of supplies. The allowable Medicaid immunization reimbursement is \$21.96.		
Health Services	Certain fees shown are subject to adjustment on a sliding scale basis for qualifying individuals as determined by Federal guidelines.		
Health Services	<b><u>Worksite &amp; Community Wellness:</u></b>		
Health Services	Health Education/Training/Promotion/Consultation (Non County Businesses)	75.00	
Health Services	Blood Borne Pathogen Training	50.00	
Health Services	Mental Health First Aid	545.00	
Health Services	QPR	80.00	
Health Services	Living Well with Chronic Conditions	600.00	
Health Services	Other Training (Businesses), hourly rate	75.00	
Health Services	<b><u>Clinical Services</u></b>		
	Fees for clinical services are dependent on the costs of supplies, lab used, insurance reimbursement rates, and state established fees. Crook County adheres to the No		
Health Services	<b><u>Vital Statistics and Medical Records:</u></b>		
Health Services	Birth and Death Certificates (First)	25.00	
Health Services	Additional Birth and Death Certificates, each	25.00	
Health Services	Replacement Fee (Birth and Death), each	5.00	
Health Services	Record page copies – client chart (after ten pages), per page	0.25	
Health Services	Expedited Order Fee	7.00	
Health Services	<b><u>Miscellaneous:</u></b>		
Health Services	Immunization Record Replacement	1.00	
Health Services	Head Lice Check	10.00	
Health Services	Lead Screening	300.00	
Health Services	<b><u>Food Service Inspection</u></b>		
Health Services	Food service inspection fees are those authorized by the Oregon DHS. In addition, the following fees and surcharges are authorized:		
Health Services	Full service restaurant/caterer fees based on seating criteria		

Department	Fee Description	FY 25-26 Fee	Comments
		(\$) Effective 7/1/2025	
Health Services	0-15 seats	525.00	
Health Services	16-50 seats	590.00	
Health Services	51-150 seats	660.00	
Health Services	150+ seats	710.00	
Health Services	Bed and breakfast	210.00	
Health Services	Limited service restaurant	310.00	
Health Services	Commissary	405.00	
Health Services	Warehouse	215.00	
Health Services	Mobile unit, licensed in-County		
Health Services	Class I	295.00	
Health Services	Class II	305.00	
Health Services	Class III	330.00	
Health Services	Class IV	345.00	
Health Services	Mobile unit, licensed out of County, inspected in Crook County, per event	25.00	
Health Services	Temporary restaurant license, one day event	80.00	
Health Services	Temporary restaurant license, two or more days	80.00	
Health Services	Intermittent temporary restaurant license no more than 30 days same food/location, more than one oversight organization	100.00	
Health Services	Seasonal temporary restaurant license no more than 90 days same location/food and under one oversight organization	100.00	
Health Services	Temporary benevolent-license (good for up to 13 one to three day events)		- Must show valid IRS tax-exempt I.D. number to qualify
Health Services	(Intermittent and Seasonal for benevolent will require an Operational Review)	45.00	
Health Services	** Intermittent or seasonal temporaries requiring an additional inspection due to a complaint or infraction will be charged at the daily rate	40.00	
Health Services	Penalty fee for late renewal of restaurant license, per month	100.00	"Late" means after the 31st or last day of the month during which license was required
Health Services	Vending machines inspection per company		
Health Services	1-10 machines	75.00	
Health Services	11-20 machines	75.00	
Health Services	21-30 machines	100.00	
Health Services	31-40 machines	105.00	
Health Services	Tourist Facility inspection fees		
Health Services	Bed and breakfast (non-kitchen inspection)	100.00	
Health Services	Travelers accommodations	120.00	
Health Services	Recreation park, plus per space charge as follows:	120.00	
Health Services	1 to 50 RV spaces, per space	2.50	

Department	Fee Description	FY 25-26 Fee	Comments
		(\$) Effective 7/1/2025	
Health Services	51 to 100 RV spaces, per space	1.50	
Health Services	101+ RV spaces, per space	1.00	
Health Services	Organizational camps	170.00	
Health Services	Destination resort overnight lodging unit cluster license	400.00	includes hot tub maintenance permit
Health Services	Note: Any person licensed under ORS 446.310 to 446.350 to engage in the recreation park or traveler's accommodations business who fails to renew a license on or before the		
Health Services	<u>Food Service Plan Review Fees/Initial/New Construction</u>		
Health Services	Full service restaurant	355.00	
Health Services	Bed and breakfast and restaurant (if required)	355.00	
Health Services	Commissary	255.00	
Health Services	Warehouse	105.00	
Health Services	Tourist Facility Plan Review (RV, Hotel)	355.00	
Health Services	Limited service	205.00	
Health Services	<u>Mobile units:</u>		
Health Services	Class I	205.00	
Health Services	Class II	230.00	
Health Services	Class III	280.00	
Health Services	Class IV	305.00	
Health Services	Mobile Unit w/previous plan review	-	
Health Services	Organizational Camp - w/o food kitchen building	205.00	
Health Services	Organizational Camp w/ food kitchen facility	280.00	
Health Services	<u>Remodeling</u>		
Health Services	Full service restaurant	255.00	
Health Services	All Others (turn-key/no construction)	205.00	
Health Services	<u>Other:</u>		
Health Services	Daycare inspection	105.00	
Health Services	School inspection	130.00	
Health Services	Public swimming pool and spa inspection fee, first pool/spa	400.00	
Health Services	Additional (year round) pools and spas each	300.00	
Health Services	Seasonal pool	300.00	
Health Services	Additional seasonal pool/spa	300.00	
Health Services	Loan inspections water	145.00	
Health Services	Food handler certificate	10.00	
Health Services	Food handler replacement certificate	5.00	
Health Services	Environmental health specialist consultation fee, in-house, per hour -- 1 hour minimum	100.00	
Health Services	Environmental health specialist consultation fee, fieldper hour -- 1 hour minimum	150.00	
Health Services	Refund processing fee	25.00	
Health Services	Plan Review Packet	5.00	
Health Services	Note: A supplementary inspection charge equal to 50% of the annual license fee shall be assessed for each complete inspection required because of failure to meet applicable		

FY 25-26 Fee  
(\$)  
Effective  
7/1/2025

Department	Fee Description	Effective	Comments
Health Services	New licensees will not be assessed any surcharges accrued by the previous license holder. Any facility opened in Oct/Nov/Dec will be charged 50% of the required fees.		
<b>Info Technology</b>			
Info Technology	IT – Professional Services		Fees not charged to other units of County government
Info Technology	Server and Desktop Labor, per hour (billed in ¼ hour increments)	85.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
Info Technology	Network and Wireless Labor, per hour (billed in ¼ hour increments)	125.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
Info Technology	Consulting and Training Labor, per hour (billed in ¼ hour increments)	150.00	Rates are based on actual costs of personnel, services and supplies, and overhead.
<b>Landfill</b>			
Landfill	All weight-based charges are subject to a minimum charge based on 20 lbs. Weights above 20 lbs. will be rounded up to the next 20 lbs. increment due to scale calibration.		
Landfill	“In-county” refers to debris which is being hauled by a resident of Crook County bearing a driver’s license showing a Crook County address or a Crook County landfill-issued resident I.D. card.		
Landfill	<b>General services</b>		
Landfill	Loading Fee	25.00 per hour, per person	
Landfill	Minimum disposal rate, any transaction, in-county residents with resident’s I.D. card	12.00	
Landfill	Minimum disposal rate, any transaction, out-of-county residents	14.00	
Landfill	Disposal rate, in-county residents with resident’s I.D. card, per ton	69.00	
Landfill	Disposal rate, out-of-county residents and residents without I.D. card, per ton	79.00	
Landfill	Mixed load disposal rate, in-county residents and commercial, per ton -- \$25 minimum	25.00 minimum, 84.00 / ton	
Landfill	Mixed load disposal rate, out-of-county residents and commercial, per ton -- \$35 minimum	35.00 minimum, 94.00 / ton	
Landfill	All other commercial haulers, per ton in-county	69.00	
Landfill	All other commercial haulers, per ton out-of-county	79.00	
Landfill	Fee for unsecured/untarped loads	10.00	
Landfill	Septage waste disposal, per gallon	0.165	Last changed on 2/1/2025 - no change since

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
Landfill	Contaminated soil originating in-county, per ton + surcharge	\$39.00/ton + \$50 surcharge, plus additional charge per ton. Minimum weight fee \$50 surcharge applies. Approved Special Waste Disposal Application needed.	
Landfill	Contaminated soil originating out-of-county, per ton + surcharge	\$49.00/ton + \$50 surcharge, plus additional charge per ton. Minimum weight fee \$50 surcharge applies. Approved Special Waste Disposal Application needed.	
Landfill	Contaminated material originating in county, per ton + surcharge	\$69.00/ton + \$50 surcharge, plus additional charge per ton. Minimum weight fee \$50.00 surcharge applies. Approved Special Waste Disposal Application needed.	
Landfill	Contaminated material originating out-of-county, per ton + surcharge	\$79.00/ton + \$50 surcharge, plus additional charge per ton. Minimum weight fee \$50 surcharge applies. Approved Special Waste Disposal Application needed.	
Landfill	Carrot Seed - Landfill Cover	70.00	Central Oregon Seed Co. - clean loads only used for landfill cover
Landfill	Weight Ticket Only	5.00	
Landfill	<b>Inert material/Construction debris</b>		
Landfill	Concrete/cement, per ton	12.00	
Landfill	Dirt (clean) or Sod, per ton	12.00	
Landfill	Rocks or bricks, per ton	12.00	
Landfill	Asphalt, Rock per ton	12.00	
Landfill	<b>Waste Recovery Fees</b>		
Landfill	Wood chips per yard if purchased on site	5.00	
Landfill	Juniper chips per yard if purchased on site	7.00	
Landfill	Burning barrel purchase, per barrel	15.00	
Landfill	Sweeper brush roller purchase, per sweeper	25.00	
Landfill	Landscaping Boulders, per ton if purchased on site	250.00	
Landfill	<b>Appliance Disposal Fee</b>		
Landfill	Stoves, washers, dryers, dishwashers	9.00	
Landfill	Water heater	5.00	
Landfill	Refrigerators / air conditioners / freezers / water coolers	15.00	
Landfill	Refrigerators / freezers - Commerical	25.00	Grocery/Deli/Convenient Store Fridge and Freezers, Ice Cream Freezers, etc.
Landfill	Microwaves	3.00	
Landfill	Propane tanks	5.00	
Landfill	<b>Tires</b>		
Landfill	Tire fee, pick-up, up to 20 lbs. without rim - Limit of 12 tires total	5.00	
Landfill	Tire fee, pick-up, to 40 lbs. with rim - Limit of 12 tires total	8.00	
Landfill	Tire fee, semi-truck, up to 100 lbs. without rim - Limit of 12 tires total	10.00	
Landfill	Tire fee, semi-truck, up to 160 lbs. with rim - Limit of 12 tires total	15.00	
Landfill	No Giant Tires or Tractor Tires Accepted		- Giant and tractor tires not accepted

Department	Fee Description	FY 25-26 Fee	Comments
		(\$) Effective 7/1/2025	
Landfill	<b>Mobile Home Disposal Fees</b>		<b>No mobile homes or travel trailers accepted.</b>
Landfill	<b>No mobile homes or travel trailers accepted.</b>		
Landfill	<b>Campers</b>		
Landfill	In-county	69.00/ton + \$25 surcharge, plus additional charge per ton 25.00 surcharge	
Landfill	Out-of-county	79.00/ton + \$25 surcharge, plus additional charge per ton 25.00 surcharge	
Landfill	<b>Dead Animals</b>		
Landfill	Off-Load fee for dead animals	10.00	
Landfill	In-county, per ton	69.00	
Landfill	Out-of-county, per ton	79.00	
Landfill	<b>Butcher Waste</b>		
Landfill	In-county, per ton	69.00	
Landfill	Out-of-county, per ton	79.00	
Landfill	<b>Hazardous Waste</b>		Hazardous Waste not accepted
Landfill	<b>Paint</b>		Latex and Oil based paint only; all other paints are not accepted. NOTE: Liquid latex or oil based paint is free for recycle.
Landfill	In-county, per ton	69.00	Solidified or frozen latex or oil based paint only; must be in original container.
Landfill	Out-of-county, per ton	79.00	
Landfill	<b>Fluorescent Light Tubes</b> , per foot rounded up to nearest dollar	0.35	
Landfill	<b>Compact Fluorescent Bulbs</b> , each, rounded up to nearest dollar	1.25	
	<b>Shatterproof Fluorescent Tubes</b> , per foot rounded up to nearest dollar	0.55	
	<b>U-Tube and Circular Fluorescent Bulbs</b>	2.00	
Landfill	<b>UV Lamps</b> , per foot	2.00	
Landfill	<b>HID Lamps</b> , each	3.00	
	<b>Non-PCB Ballasts</b> , each	2.00	
Landfill	<b>Electronics</b>		
Landfill	<b>Undamaged</b>		
Landfill	Computers (Monitors and Towers)	No Charge	
Landfill	Keyboard and Mouse	No Charge	
Landfill	Printers	No Charge	
Landfill	Televisions	No Charge	
Landfill	Console televisions	No Charge	
Landfill	VCRs/DVDs	No Charge	
Landfill	Copy machines--large	25.00	

Department	Fee Description	FY 25-26 Fee	Comments
		(\$) Effective 7/1/2025	
Landfill	Copy machines--small	No Charge	
Landfill	Fax machines	No Charge	
Landfill	<b>Damaged</b>		
Landfill	Computers (Monitors and Towers)	No Charge	
Landfill	Keyboard and Mouse	No Charge	
Landfill	Printers	3.00	
Landfill	Televisions	5.00	
Landfill	Console televisions	5.00	
Landfill	VCRs/DVDs	3.00	
Landfill	Copy machines--large	25.00	
Landfill	Copy machines--small	3.00	
Landfill	Fax machines	3.00	
Landfill	<b>Asbestos</b>		*ASN4 form must be attached with at least one copy for the Landfill to keep
Landfill	0 to 2,000 lbs, plus \$150 per additional ton	150.00	Minimum charge is \$150, \$150 per ton after minimum charge
Landfill	Each additional lb. over 2,000 lbs.	0.05	\$100 for the first 2,000 lbs. plus \$0.05 for each additional lb. or fraction thereof
Landfill	<b>Recyclable items</b>		
Landfill	Latex, liquid paint (original container)	No Charge	
Landfill	Oil based liquid paint/stain (original container)	No Charge	
Landfill	RMA Commingled Recycling	No Charge	Commingled recyclables accepted under RMA regulations
Landfill	Newspaper	No Charge	
Landfill	Corrugated cardboard	No Charge	
Landfill	Glass	No Charge	
Landfill	Magazines	No Charge	
Landfill	Tin cans	No Charge	
Landfill	Household Batteries	No Charge	
Landfill	Car/truck batteries	No Charge	Lead Acid Batteries Only
Landfill	Used automobile oil, 5 gallon limit, no barrels, no commercial customers	No Charge	
Landfill	Antifreeze – Residential Customers	No Charge	
Landfill	Antifreeze – Commercial Customers (per gallon)	1.00	
Landfill	<b>Other Landfill fees</b>		
Landfill	Yard debris, per ton		
Landfill	In-county, per ton (minimum applies)	69.00	
Landfill	Out-of-county, per ton (minimum applies)	79.00	
Landfill	Wood Pallet Loads - Commercial Only, Clean	37.00	no other wood, no metal except nails, no pressure treated, no plastic wrapping material, and no railroad ties
Landfill	Scrap metal (no wire)-Metal Load only (minimum applies)	25.00	

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
Landfill	Charge Account Landfill Card - Additional or Replacement Cards	10.00	Up to four cards will be provided for free to new accounts. Additional cards needed or replacement for lost cards
Landfill	Off-Load Fee	10.00	Boats, Trusses, etc. with signed waiver form
Landfill	Sign Space Rental - per year	150.00	
<b>Library</b>			
Library	Nonresident card fee		
Library	1 month	10.00	
Library	3 months	25.00	
Library	12 months	85.00	
Library	Interlibrary loan no-pickup fee	5.00	
Library	Collection fee, per account sent	10.00	
Library	Use of Library Meeting Rooms		Broughton Room and Juniper Room
Library	Non-Profit Organization, per hour	No Charge	Any damages will be billed to user
Library	Commercial (For-Profit) Organization, per hour	20.00	Any damages will be billed to user
<b>Museum</b>			
Museum	Use of Museum Community Room		
Museum	Non-Profit Organization, per hour	No Charge	Any damages will be billed to user
Museum	Commercial (For-Profit) Organization, per hour	No Charge	Any damages will be billed to user
<b>OSU Extension</b>			
OSU Extension	<b>4-H Clover Club Building Rental Rates</b>		
OSU Extension	Griffin Classroom		
OSU Extension	Non-Profit Organization, per hour	30.00	
OSU Extension	Non-Profit Organization, entire day	150.00	
OSU Extension	Commercial (For-Profit) Organization, per hour	45.00	
OSU Extension	Commercial (For-Profit) Organization, entire day	200.00	
OSU Extension	Assembly Room		
OSU Extension	Non-Profit Organization, per hour	40.00	
OSU Extension	Non-Profit Organization, entire day	200.00	
OSU Extension	Commercial (For-Profit) Organization, per hour	55.00	
OSU Extension	Commercial (For-Profit) Organization, entire day	250.00	
OSU Extension	Entire Building		
OSU Extension	Non-Profit Organization, per hour	50.00	
OSU Extension	Non-Profit Organization, entire day	250.00	
OSU Extension	Commercial (For-Profit) Organization, per hour	75.00	
OSU Extension	Commercial (For-Profit) Organization, entire day	350.00	
OSU Extension	Cleaning/Damage Deposit	300.00	
OSU Extension	Key Deposit	10.00	

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
OSU Extension	Copies/Prints		
OSU Extension	B/W 8½x11 Copy Paper	0.10	
OSU Extension	Color 8½x11 Copy Paper	0.50	
OSU Extension	Double-sided copies	Price is Doubled	
OSU Extension	Faxes		
OSU Extension	Local - Up to 10 pages	1.50	
OSU Extension	Long Distance - Up to 10 pages	2.50	
OSU Extension	Additional pages over 10, cost Per page	0.50	
<b>Sheriff's Office</b>			
Sheriff's Office	Administrative Research Fee, per hour	65.00	Includes video/audio redactions
Sheriff's Office	Electronic media (Includes copies of photos printed for criminal reports) per disk	Replaced by Media Fee	
Sheriff's Office	Criminal reports, printed, up to 10 pages	10.00	
Sheriff's Office	over 10 pages, per page	0.25	
Sheriff's Office	Mailing materials	Cost of materials plus actual postage cost	Covered in County-wide section
Sheriff's Office	Criminal reports (audio)	Replaced by Media Fee	
Sheriff's Office	Criminal reports (video)	Replaced by Media Fee	
Sheriff's Office	Photograph fees		Cost is dependent upon format/size of photograph. Contact CCSO for pricing details
Sheriff's Office	Garnishments	25.00	
Sheriff's Office	Electronic Fingerprinting, per card	15.00	
Sheriff's Office	Impounded auto processing fee	100.00	
Sheriff's Office	Electronic monitoring installation and set-up	50.00	Fee may be waived depending on ability to pay at the discretion of the supervisory authority
Sheriff's Office	Electronic monitoring services, per day	15.00	Fee may be waived depending on ability to pay at the discretion of the supervisory authority
Sheriff's Office	Criminal Actions	45.00	per ORS 21.300
Sheriff's Office	Service of documents in excess of 75 miles round trip - additional fee	45.00	per ORS 21.300
Sheriff's Office	Civil Actions and Proceedings	45.00	per ORS 21.300
Sheriff's Office	Service of documents in excess of 75 miles round trip - additional fee	45.00	per ORS 21.300
Sheriff's Office	Three or more persons at same address (per person)	25.00	per ORS 21.300
Sheriff's Office	Two persons at two different addresses (each address)	45.00	per ORS 21.300
Sheriff's Office	FED Summons & Complaint	45.00	per ORS 21.300

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
Sheriff's Office	Three or more persons (Inc. et al) (each person)	25.00	per ORS 21.300
Sheriff's Office	FED Notice of Restitution	45.00	per ORS 21.300
Sheriff's Office	Three or more persons (Inc. et al) (each person)	25.00	per ORS 21.300
Sheriff's Office	FED Writ of Execution (base fee)	125.00	(Write of Execution Service \$80.00 + Service of Trespass Notice \$45 = \$125)
Sheriff's Office	Three or more persons (Inc. et al) (each person)	25.00	(Write of Execution Service \$80.00 + Service of Trespass Notice \$25 per person = \$155 for 3)
Sheriff's Office	Writ of Execution/Order of Assistance	80.00	
Sheriff's Office	Sheriff staff time beyond 1st hour of standby, per deputy per hour	55.00	
Sheriff's Office	Real Property Foreclosure Sale	\$600 deposit +	Includes \$89.00 statutory sheriff's fee, one hour sale preparation time add'l actual at \$32.00, pre-sale posting at \$50.00, one hour allotted for conduct of costs sale at \$45.00, and \$50.00 after sale posting charge PLUS additional costs incurred for advertising, staff time for preparation, conduct of sale, certified mailing and postage and certification of sale.
Sheriff's Office	Certificate of Redemption: (not included in Foreclosure Fees)	50.00	as allowed per ORS 21.300(1)(c)
Sheriff's Office	Sheriff Deed: (not included in Foreclosure Fees)	50.00	as allowed per ORS 21.300(1)(c)
Sheriff's Office	Personal Property Foreclosure Sale	\$475 deposit +	Includes \$89.00 statutory sheriff's fee, one hour sale preparation time add'l actual at \$32.00, pre-sale posting at \$50.00, one hour allotted for conduct of costs sale at \$32.00, fees for publication as instructed (ORS 18.920(4)(5) PLUS additional costs incurred for preparation, conduct of sale, certified mailings and postage, folio fees, keeper fees, and other expenses incurred to conduct the sale.
Sheriff's Office	For Civil Fees, please refer to the Crook County Sheriff's Office website: <a href="https://co.crook.or.us/sheriff/page/civil">https://co.crook.or.us/sheriff/page/civil</a>		<a href="https://co.crook.or.us/sheriff/page/civil">https://co.crook.or.us/sheriff/page/civil</a>

**Dog Licenses**

Dog Licenses	Dog License Fees	Rabies vaccination must run concurrent with the license
Dog Licenses	<b>Yearly</b>	
Dog Licenses	Unaltered, per year	25.00
Dog Licenses	Altered, per year	10.00
Dog Licenses	Unaltered, owner senior citizen (62+ years old), per year	12.50
Dog Licenses	Altered, owner senior citizen (62+ years old), per year	5.00
Dog Licenses	Livestock dog License, per year	5.00 (see CCC 6.04.085)
Dog Licenses	<b>3-Year</b>	
Dog Licenses	Unaltered	75.00
Dog Licenses	Altered	20.00
Dog Licenses	Unaltered, owner senior citizen (62+ years old)	37.50
Dog Licenses	Altered, owner senior citizen (62+ years old)	10.00

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
Dog Licenses	Livestock dog License	10.00	(see CCC 6.04.085)
Dog Licenses	Replacement tag	2.00	
Dog Licenses	<b>Kennel License Fee</b>		
Dog Licenses	<b>Yearly</b>		
Dog Licenses	Up to 10 dogs, per dog, per year	50.00	
Dog Licenses	Each additional adult dog over 10, per dog, per year	3.00	\$50.00 for the first 10 dogs plus \$3.00 for each add'l adult dog
Dog Licenses	Owner senior citizen (62+ years old), up to 10 dogs, per year	25.00	
Dog Licenses	Owner senior citizen (62+ years old), each additional adult dog	1.50	\$25.00 for the first 10 dogs plus \$1.50 for each add'l adult dog
Dog Licenses	per dog, per year		
Dog Licenses	<b>3-Year</b>		
Dog Licenses	Up to 10 dogs, for 3 years	100.00	
Dog Licenses	Each additional adult dog over 10, for 3 years	6.00	\$100.00 for the first 10 dogs plus \$6.00 for each add'l adult dog
Dog Licenses	Owner senior citizen (62+ years old), up to 10 dogs, per year	50.00	
Dog Licenses	Owner senior citizen (62+ years old), each additional adult dog	3.00	\$50.00 for the first 10 dogs plus \$3.00 for each add'l adult dog
Dog Licenses	per dog, per year		
Dog Licenses	<b>Ranch License Fee</b>		
Dog Licenses	<b>Yearly</b>		
Dog Licenses	1 to 3 ranch dogs, per dog per year	5.00	
Dog Licenses	4+ ranch dogs, per year	15.00	
Dog Licenses	<b>3-Year</b>		
Dog Licenses	1 to 3 ranch dogs, per dog for 3 years	10.00	
Dog Licenses	4+ ranch dogs, for 3 years	30.00	
<b>Road</b>			
Road	<b>County-Accepted and Maintained Roads</b>		
Road	Traffic review related to County-accepted and maintained roads is typically performed by the Oregon Dept. of Transportation. If ODOT-review is not available, the below fees will		
Road	Construction Plan Review, base charge + charge per linear foot of County road	371.00	Base charge of \$371 plus \$2.50 per linear foot of County Road
Road	Additional Reviews, base charge + charge per linear foot of County road	185.00	Base charge of \$185 plus \$2.50 per linear foot of County Road
Road	Inspection Fees, per visit	185.00	
Road	Cattle Guard Permit Fee	371.00	
Road	Consultant fee	Actual Cost	Consulting fees are charged when in the judgment of the Road Master or County Counsel, expertise or resources are required outside the scope of the County's ability to evaluate an application accurately or timely and additional assistance is needed.) In some cases, consultation is required by County ordinance, State law, or Federal law.

Department	Fee Description	FY 25-26 Fee	
		Effective 7/1/2025	Comments
Surveyor	<i>Fees do not include Clerk's recording and certification fees</i>		
Surveyor	Partition plat review and filing		
Surveyor	First 2 sheets	550.00	
Surveyor	Each additional sheet over 2	50.00	\$550.00 includes the first 2 sheets plus \$50.00 for each additional sheet
Surveyor	Record of survey review and filing		
Surveyor	First sheet	225.00	
Surveyor	Each additional additional sheet, boundary review	50.00	\$225.00 includes the first sheet plus \$50.00 for each additional
Surveyor	Monumented subdivision plat review and filing	\$900 base fee + \$85 per lot	Base fee of \$900 + \$85 per lot
Surveyor	Post monumented subdivision plat and filing	\$1,100 base fee + \$85 per lot	Base fee of \$1,100 + \$85 per lot
Surveyor	Post monumented subdivision	\$4500 + \$50 per post monument	\$4,500 cash deposit + \$50 per post monument
Surveyor	Condominium plat review and filing	\$900 base fee + \$85 per unit	Base fee of \$900 + \$85 per unit
Surveyor	Affidavit of correction	110.00	
Surveyor	Oregon Corner Restoration Record	25.00	
Surveyor	Affidavit of plat monument re-establishment and post monumentation affidavit	126.00	
Surveyor	Vacation review and filing	110.00	
Surveyor	Blueline copies, per sheet	4.00	
Surveyor	Photocopies, per sheet	0.50	
Surveyor	Property line adjustment review and filing	300.00	
Surveyor	First sheet	300.00	\$300.00 includes the first sheet plus \$50.00 for each add'l sheet
Surveyor	Each additional additional sheet	50.00	
Surveyor	Additional plat review caused by redesign, per hour	140.00	
<b>Weed Control</b>			
Weed Control	Inspection and Weed-Free Certification for rock pits	125.00	This fee pertains to rock pits only

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
<b>All Departments*</b>	Photocopies, printing, scanning (made by staff)			-	
All Departments*	8½ x 11, black & white, per page, per side	0.25	0.25	-	
All Departments*	8½ x 11, color, per page, per side	0.75	0.75	-	
All Departments*	11 x 17, black & white, per page, per side	0.50	0.50	-	
All Departments*	11 x 17, color, per page, per side	1.50	1.50	-	
All Departments*	Fax transmittals (made by staff), up to 10 pages	2.50	2.50	-	Does not include microfilm fees, search fees, etc.
All Departments*	Research and collation fee, per hour	40.00	65.00	25.00	
All Departments	Returned Check fees/charges (Insufficient funds -- NSF)	35.00	35.00	-	ORS 30.701 (5)
All Departments	Mailing materials	Actual cost	Actual cost		Cost of materials, plus actual cost of postage
All Departments*	Media fee, per disk or storage device	10.00	10.00	-	
All Departments*	Digital (electronically distributed) media fee, per item requested	10.00	10.00	-	
All Departments	Electric vehicle charging, per kWh	0.30	0.40	0.10	per kWh

\*Unless otherwise specified in department sections

**Administration**

Administration	County Liquor License Application				ORS 417.166(8)
Administration	New	50.00	50.00	-	
Administration	Renewal	25.00	25.00	-	See above.

**County Clerk**

County Clerk	<b>Location and Copy Fees</b>				
County Clerk	Location fee		3.75	3.75	
County Clerk	Copies/Computer Prints	0.25	0.25	-	per page, per side
County Clerk	Certification Fee		3.75	3.75	
County Clerk	Copy of PVAB (Property Value Appeals Board) Audio File, 1st record	10.00	10.00	-	
County Clerk	Copy of PVAB Audio File, each additional file		1.00	1.00	
County Clerk	Research/Collation Services: Amounts of less than one hour shall be charged in 1/2 hour increments.	40.00	40.00	-	per hour
County Clerk	FTP Fee - Daily Images - subscription		0.25	0.25	per image
County Clerk	Digital Research Room (Index & Images) Monthly Subscription		425.00	425.00	
County Clerk	<b>Other Fees</b>				
County Clerk	Notary (per signature)		10.00	10.00	
County Clerk	Passport Processing Fee		35.00	35.00	each
County Clerk	Voter list on USB	35.00	35.00	-	
County Clerk	Voter's Pamphlet measure argument filing fee	300.00	300.00	-	Or a petition containing signatures per County Code 2.32.040
County Clerk	<b>Recording Fees</b>				
County Clerk	One page instruments - minimum fee		5.00	5.00	per instrument
County Clerk	Additional pages		5.00	5.00	per page
County Clerk	Mining Records		5.00	5.00	1st page (\$5.00/ea add. claim)
County Clerk	<b>Land Corner Preservation fund (CPF)</b>				
County Clerk	Applies to all instruments except for liens, Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, Mining Records, County internal documents not usually charged a recording fee.		10.00	10.00	per instrument (note exceptions)

County Clerk **Assessment and Taxation (A&T) Fee**

-

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
County Clerk	Applies to all instruments except for Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.		10.00	10.00	per instrument (note exceptions)
County Clerk	<b>Oregon Land Information System (OLIS) Fee</b>			-	
County Clerk	Applies to all instruments except for Military Discharge (DD 214), Satisfaction of Judgments, Federal documents, County internal documents not usually charged a recording fee.		1.00	1.00	per instrument (note exceptions)
County Clerk	<b>Affordable Housing (HOUSING) Fee</b>			-	
County Clerk	Applies to all instruments except for Military Discharges (DD 214), Federal documents, County internal document not usually charged a recording fee, documents required under ORS 517.210 to maintain mining claims, warrants issued by Employment Department pursuant to ORS 657.396, 657.642 and 657.646, a certified copy of a judgment, a lien record abstract as described in ORS 18.170, a satisfaction of a judgment, including a judgment noticed by recordation of a lien record abstract, Department of Revenue documents and tax collectors.		60.00	60.00	per instrument (note exceptions)
County Clerk	<b>Affordable Housing Collection (HOUSING) Fee</b>		1.00	1.00	per instrument assessed HOUSING fee
County Clerk	<b>Technology (TECH) Fee</b>			-	
County Clerk	Applies to all instruments except for Military Discharge (DD214), Federal documents, County internal documents not usually charged a recording fee.		5.00	5.00	per instrument (note exceptions)
County Clerk	<b>Clerks Archive (ARCHIVE) Fee</b>			-	
County Clerk	Applies to all instruments except Military Discharge (DD 214), Federal documents, County internal documents not usually charged a recording fee.		2.00	2.00	per instrument (note exceptions)
County Clerk	<b>Multiple Transaction Fee</b>			-	
County Clerk	When recording instruments that describe two or more transactions, each additional transaction will be charged when involving the same property.		5.00	5.00	each additional transaction
County Clerk	<b>Additional References</b>			-	
County Clerk	In addition to and not in lieu of the fees charged for recording the assignment, release or satisfaction of any recorded instrument, \$5 for each additional instrument being assigned, released or satisfied.		5.00	5.00	each additional reference
County Clerk	<b>Non-Standard Fee</b>			-	
County Clerk	Additional fee for non-standard documents.		20.00	20.00	per instrument
County Clerk	<b>Other Recording</b>			-	
County Clerk	Military Discharge (DD214)		-	-	No charge for recording
County Clerk	<b>Subdivision Plats - By Lot / Tracts Size - Price Varies</b>			-	
County Clerk	20 lots / tracts or less		115.00	115.00	Plus fees CPF, A&T, OLIS, HOUSING, TECH, ARCHIVE (listed above)
County Clerk	each additional lot / tract		5.00	5.00	
County Clerk	Partition Plats		50.00	50.00	Plus fees CPF, A&T, OLIS, HOUSING, TECH, ARCHIVE (listed above)

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
County Clerk	<b>Marriage License</b>			-	
County Clerk	Base Fee		25.00	25.00	
County Clerk	- Conciliation Fee		10.00	10.00	
County Clerk	- Domestic Violence Fund		25.00	25.00	
County Clerk	Replacement marriage license packet (prior to ceremony)		10.00	10.00	
County Clerk	Replacement of memento marriage certificate		3.50	3.50	
County Clerk	Amend marriage record	25.00	45.00	20.00	each marriage record
County Clerk	Request for waiver of three day waiting period for marriage license.		10.00	10.00	per waiver
County Clerk	<b>Domestic Partnership</b>			-	
County Clerk	Declaration of Domestic Partnership registration fee		60.00	60.00	
County Clerk	Domestic Partnerships conciliation fee	10.00	10.00	-	
County Clerk	Computer prints, per page, per side	0.25	0.25	-	duplicate
County Clerk	Additional first page recording fee	5.00	5.00	-	in addition to statutory fee; supports computer replacement
<b>Assessor</b>					
Assessor	Farm disqualification estimates, each	175.00	175.00	-	
Assessor	Print enlargements, each	1.50	1.50	-	
Assessor	Research Fee, per hour – 1 hour minimum	120.00	120.00	-	
Assessor	Map/Account change processing fee, per lot	25.00	25.00	-	
Assessor	Manufactured Structure processing fees:			-	
Assessor	Trip Permit, per section	25.00	25.00	-	
Assessor	Ownership/Situs change, each	80.00	80.00	-	
<b>Community Corrections</b>					
Community Corrections	DNA Collection Fee	10.00	10.00	-	
Community Corrections	Dirty Urinalysis Fee	20.00	20.00	-	
Community Corrections	Interstate Compact Fee	150.00	150.00	-	
Community Corrections	Work Crew Orientation Fee	40.00	40.00	-	
Community Corrections	Work crew hourly rate	Rural min. wage	Rural min. wage		Rural minimum wage is \$14.05 as of 7/1/2025.
<b>Community Development (CD)</b>					
CD - Building Services	When applicable, structural permits use valuation as determined by ICC Valuation Table current as of April 1 of each year, as per OAR 918-050-0100. When a structural permit is required by the state building code for retaining walls, decks, fences, accessory structures, etc - see Structural Permit fees by valuation. The current valuation table is as follows:				
CD - Building Services	<b>Structural Permits:</b>			-	Plus applicable State Surcharge
CD - Building Services	\$1 to \$5,000	115.75	120.00	4.25	Minimum Building Valuation is \$5,000, Minimum Structural Permit Fee is \$120.00
CD - Building Services	\$5,001 to \$25,000	9.52	10.00	0.48	\$120.00 for the first \$5,000 plus \$10.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
CD - Building Services	\$25,001 to \$50,000	7.13	7.50	0.37	\$320 for the first \$25,000 plus \$7.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
CD - Building Services	\$50,001 to \$100,000	4.76	5.00	0.24	\$507.50 for the first \$50,000 plus \$5.00 for each additional \$1,000 or fraction thereof, to and including \$100,000

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	\$100,001 and greater	3.97	4.25	0.28	\$757.50 for the first \$100,000 plus \$4.25 for each additional \$1,000 or fraction thereof
CD - Building Services	12% State Surcharge	12%	12%	0%	Required to be added to Building Permit Fees as per the State of Oregon, ORS 455.210(4) & (5) and 455.220(1)
CD - Building Services	Structural Plan Review – % of Structural Permit Fee	75%	75%	0%	
CD - Building Services	Code Compliance Fee for New Residential, Single Family Dwelling, and Manufactured Dwellings valuations will be 0.18% of building valuation	0.18%	0.18%	0.00%	Maximum fee of \$400.00; Supports code enforcement program
CD - Building Services	Code Compliance Fee for New Accessory and Residential Addition Building valuations 0.18% of building valuation (Maximum fee of \$270.00)	0.18%	0.18%	0.00%	Maximum fee of \$285.00; Supports code enforcement program
CD - Building Services	Compliance Fee for Commercial Structures Valuations 0.18% of building valuations (Maximum fee of \$525.00)	0.18%	0.18%	0.00%	Maximum fee of \$600.00; Supports code enforcement program
CD - Building Services	Advanced Planning Fee – Calculated on the valuation of the building project to support long range planning projects that are not fee supported in the amount of 0.30% of the building valuation	0.30%	0.30%	0.00%	Maximum fee of \$105,000; Fee waived on projects with valuation under \$300,000; supports long range planning projects that are not fee supported
CD - Building Services	Agricultural Building Exemption Review	68.25	72.00	3.75	
CD - Building Services	Residential Demolition Permit Fee - complete demolition, not subject to State Surcharge	99.75	105.00	5.25	
CD - Building Services	Commercial Demolition Permit Fee - complete demolition, not subject to State Surcharge	252.00	265.00	13.00	
CD - Building Services	Structural Alteration (not demo) - partial, soft, interior	Based on value	Based on value		See Structural Permit fee table by valuation, incurs State Surcharge
CD - Building Services	Additional Plan Review - When applicable, per hour – 1/2 hour minimum	120.00	126.00	6.00	per hour
GD - Building Services	12.) Refund processing fee	82.00	82.00		refunds must be requested within 180 days of application; refunds are not available for any work that has been performed-Move
CD - Building Services	Change of occupancy/use - tenant improvement, other - administrative, no structural work indicated	178.50	187.50	9.00	
CD - Building Services	Pre-Application - Complex/large project consultation or review fee, per hour – 2 hour minimum	178.50	187.50	9.00	per hour; may include charges for review from technical experts as ACS
CD - Building Services	Re-Roofing, Residential (when required)	170.90	179.45	8.54	
CD - Building Services	Re-Roofing, Commercial Only (when required)	330.00	346.50	16.50	
CD - Building Services	Fire Life Safety Plan Review – % of Structural Permit Fee	40%	40%	0%	Required on all structures over 4000 sq. ft. and/or any project deemed necessary by the Building Official
CD - Building Services	Reinspection Fee, per each	120.00	126.00	6.00	
CD - Building Services	Investigation fee, per hour (may include supervision, overhead, equipment, and/or/wage of the employee(s) involved. Applicable to all disciplines and is surchargeable as inspection)	120.00	126.00	6.00	per hour
CD - Building Services	Each additional inspection, above allowable - per each	120.00	126.00	6.00	
CD - Building Services	Inspection outside normal business hours, per hour – 2 hour minimum	120.00	126.00	6.00	per hour

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	Inspection for which no fee is indicated, per hour	120.00	126.00	6.00	per hour
CD - Building Services	Special inspection or consult - structural, per each		126.00		per each
CD - Building Services	22.) Replacement copy provided by owner for Plan Review and Stamp	-	-	-	REMOVE
CD - Building Services	23.) Copying of Plans Reviewed, Stamped Plans	-	-	-	REMOVE
GD - Building Services	23.) Permit Reinstatement due to expired permit (within a 6-month window)	50% of current fee for new permit	50% of current fee for new permit		New Permit Fee thereafter Move
GD - Building Services	24.) Permit Extension	50.00	50.00		Move
GD - Building Services	25.) Permit History Research Fee, per hour	80.00	84.00	4.00	Move
GD - Building Services	26.) Copies, per page	0.25	0.25		Move
GD - Building Services	27.) Oversize copies, per page	5.00	5.00		Move
GD - Building Services	28.) Permit Shipping	10.00	10.00		Move
CD - Building Services	Phased Plan Review Fee - in addition to project plan review fees	\$315 minimum phasing (application) fee+ 10% of total project building permit fee	\$315 minimum phasing (application) fee+ 10% of total project building permit fee		Not to exceed \$1,500.00 for each phase
CD - Building Services	Deferred Submittal Plan Review in addition to project plan review fees – 65% of permit fee on deferred portion calculated using the value of the deferred portion with a \$300.00 minimum fee.	65%	65%	0%	\$300.00 minimum fee
CD - Building Services	Temporary Certificate of Occupancy – Commercial	435.75	450.00	14.25	
CD - Building Services	Temporary Certificate of Occupancy – Residential	259.35	270.00	10.65	
CD - Building Services	Temporary Gold Seal Job Trailer Placement Inspection	-	-	-	
CD - Building Services	a.) Single-wide unit	525.00	551.25	26.25	
CD - Building Services	b.) Double-wide unit	630.00	661.50	31.50	
CD - Building Services	c.) Triple-wide unit	745.50	783.00	37.50	
CD - Building Services		82.50	86.50	4.00	
CD - Building Services	Residential Fire Suppression - Standalone System, fee includes plan review. (See Plumbing Fee section for Continuous Loop/Multipurpose System)	-	-	-	
CD - Building Services	0 to 2,000 sq. ft.	165.00	173.25	8.25	
CD - Building Services	2,001 to 3,600 sq. ft.	175.00	183.75	8.75	
CD - Building Services	3,601 to 7,200 sq. ft.	220.00	231.00	11.00	
CD - Building Services	7,201 sq. ft. and greater	270.00	283.50	13.50	
CD - Building Services	Commercial Fire Suppression - Alarms/Sprinklers - separate electrical permit applications may also be required.		See Structural Permit Fee table by valuation		
CD - Building Services	<b>Manufactured Dwelling Placement Permit Fees:</b>				

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	State (Cabana) Fee	30.00	30.00	-	State Administration Fee
CD - Building Services	Manufactured Dwelling Placement Permit Fee - Includes the concrete slab, runners or foundations that are prescriptive, electrical feeder and plumbing connections and all cross-over connections and up to 30 lineal feet of site utilities. Decks, other accessory structures, and foundations that are not prescriptive, utility connections beyond 30 lineal feet, new electrical services or additional branch circuits, and new plumbing - may require separate permits. All decks 30" above ground, carports, garages, porches, and patios are based on valuation and may also require separate permits.	609.00	670.00	61.00	Total of \$780.40 with 12% State Surcharge + \$30.00 State Administration Fee
CD - Building Services	* See Structural schedule by valuation for non-dwelling modular placements				
CD - Building Services	3.) Manufactured Home Code Books	35.00	35.00	-	
CD - Building Services	Manufactured Dwelling – Inspections outside normal business hours, per hour – 2 hour minimum	120.00	126.00	6.00	
CD - Building Services	Manufactured Dwelling – Inspections for which no fee is specifically indicated, per hour	120.00	126.00	6.00	
CD - Building Services	Manufactured Dwelling – Investigation fee, per hour	120.00	126.00	6.00	
CD - Building Services	Reinspection fee, per inspection	120.00	126.00	6.00	
CD - Building Services	Each additional inspection, above allowable - per each		126.00		
CD - Building Services	<b>Manufactured Dwelling &amp; RV Parks - Area Development Permit</b>			-	-
	The Area Development Permit (ADP) Fee to be calculated based on the valuations shown in Table 2 of OAR 918-600-0030 for Manufactured Dwelling/Mobile Home Parks and Table 2 of OAR 918-650-0030 for Recreational Park & Organizational Camp - and applying the valuation amount to Table 1 as referenced for each.				
CD - Building Services	Valuation: Table 1				
CD - Building Services	Total Valuation \$1 to \$500, plus:	25.00	25.00		
CD - Building Services	Each additional \$100 between \$501 to \$2,000	2.20	2.20		\$25.00 for the first \$500 plus \$2.20 for each additional \$100 or fraction thereof, to and including \$2,000
CD - Building Services	Each additional \$1,000 between \$2,001 to \$25,000	9.90	9.90		\$58.00 for the first \$2,000 plus \$9.90 for each additional \$1,000 or fraction thereof, to and including \$25,000
CD - Building Services	Each additional \$1,000 between \$25,001 to \$50,000	7.15	7.15		\$285.70 for the first \$25,000 plus \$7.15 for each additional \$1,000 or fraction thereof, to and including \$50,000
CD - Building Services	Each additional \$1,000 between \$50,001 to \$100,000	4.95	4.95		\$464.45 for the first \$50,000 plus \$4.95 for each additional \$1,000 or fraction thereof, to and including \$100,000
CD - Building Services	Each additional \$1,000 between \$100,001 to \$500,000	3.85	3.85		\$711.95 for the first \$100,000 plus \$3.85 for each additional \$1,000 or fraction thereof, to and including \$500,000
CD - Building Services	Each additional \$1,000 between \$500,001 to \$1,000,000	2.20	2.20		\$2,251.95 for the first \$500,000 plus \$2.20 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
CD - Building Services	Each additional \$100 over \$1,000,001	2.20	2.20		\$3,351.95 for the first \$1,000,000 plus \$2.20 for each additional \$100 or fraction thereof

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	Vatuation: Table 2 – Spaces per Acre				Table 2 is based on the 1990 evaluation of Mobile Home Parks published by Oregon Department of Revenue; Deduct 10% from the valuation of parks constructed east of the Cascade Summit
CD - Building Services	Park - Class A (contains paved streets, curbs, and no sidewalks):				"Class A" contains paved streets, curbs, and no sidewalks
CD - Building Services	4 or fewer spaces per acre, per space	5,901.00	6,196.05	295.05	
CD - Building Services	5 spaces per acre, per space	5,517.00	5,792.85	275.85	
CD - Building Services	6 spaces per acre, per space	5,197.00	5,456.85	259.85	
CD - Building Services	7 spaces per acre, per space	4,941.00	5,188.05	247.05	
CD - Building Services	8 spaces per acre, per space	4,685.00	4,919.25	234.25	
CD - Building Services	9 spaces per acre, per space	4,493.00	4,717.65	224.65	
CD - Building Services	10 spaces per acre, per space	4,365.00	4,583.25	218.25	
CD - Building Services	11 spaces per acre, per space	4,301.00	4,516.05	215.05	
CD - Building Services	12 spaces per acre, per space	4,237.00	4,448.85	211.85	
CD - Building Services	Park - Class B (contains paved streets, no curbs, and no sidewalks):				"Class B" contains paved streets, no curbs, and no sidewalks
CD - Building Services	4 or fewer spaces per acre, per space	5,504.00	5,779.20	275.20	
CD - Building Services	5 spaces per acre, per space	5,120.00	5,376.00	256.00	
CD - Building Services	6 spaces per acre, per space	4,800.00	5,040.00	240.00	
CD - Building Services	7 spaces per acre, per space	4,544.00	4,771.20	227.20	
CD - Building Services	8 spaces per acre, per space	4,288.00	4,502.40	214.40	
CD - Building Services	9 spaces per acre, per space	4,096.00	4,300.80	204.80	
CD - Building Services	10 spaces per acre, per space	3,968.00	4,166.40	198.40	
CD - Building Services	11 spaces per acre, per space	3,904.00	4,099.20	195.20	
CD - Building Services	12 spaces per acre, per space	3,804.00	3,994.20	190.20	
CD - Building Services	Park - Class C (contains no paved streets, no curbs, but have a sidewalk on one side of each street):				"Class C" contains no paved streets, no curbs, but have a sidewalk on one side of each street
CD - Building Services	4 or fewer spaces per acre, per space	5,312.00	5,577.60	265.60	
CD - Building Services	5 spaces per acre, per space	5,028.00	5,279.40	251.40	
CD - Building Services	6 spaces per acre, per space	4,608.00	4,838.40	230.40	
CD - Building Services	7 spaces per acre, per space	4,352.00	4,569.60	217.60	
CD - Building Services	8 spaces per acre, per space	4,269.00	4,482.45	213.45	
CD - Building Services	9 spaces per acre, per space	3,904.00	4,099.20	195.20	
CD - Building Services	10 spaces per acre, per space	3,776.00	3,964.80	188.80	
CD - Building Services	11 spaces per acre, per space	3,712.00	3,897.60	185.60	
CD - Building Services	12 spaces per acre, per space	3,648.00	3,830.40	182.40	
CD - Building Services	1.) Table 2 is based on the 1990 evaluation of Mobile Home Parks published by Oregon Department of Revenue				REMOVE
CD - Building Services	2.) Deduct ten Percent from the valuation of parks constructed east of the Cascade Summit.				REMOVE
CD - Building Services	3.) "Class A" parks contains paved streets, curbs and no sidewalks.				REMOVE
CD - Building Services	4.) "Class B" Parks contains paved streets, no curbs and no sidewalks.				REMOVE

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	5-) "Class C" parks contain no paved streets, no curbs, but have a sidewalk on one side of each street.				REMOVE
CD - Building Services	Additional plan review (when applicable), per hour – 1/2 hour minimum	120.00	126.00	6.00	Per hour; required when approved plan is added to, changed, or revised; minimum 1/2 hour
CD - Building Services	Consultation fee, per hour – 1 hour minimum	160.00	168.00	8.00	
CD - Building Services	Plan check fee for Manufactured Home Park – % of valuation	65%	0.68	3%	% of Table 1 Valuation
CD - Building Services	Prefabricated structural inspections				REMOVE
CD - Building Services	Manufactured Home Park Installation connection				REMOVE
CD - Building Services	<b>Recreation Park Fees:</b>				
CD - Building Services	Valuation: Table 1				
CD - Building Services	Total Valuation \$1 to \$500, plus:	25.00	26.25	1.25	
CD - Building Services	Each additional \$100 between \$501 to \$2,000	2.20	2.31	0.11	\$25.00 for the first \$500 plus \$2.20 for each additional \$100 or fraction thereof, to and including \$2,000
CD - Building Services	Each additional \$1,000 between \$2,001 to \$25,000	9.90	10.40	0.49	\$58.00 for the first \$2,000 plus \$9.90 for each additional \$1,000 or fraction thereof, to and including \$25,000
CD - Building Services	Each additional \$1,000 between \$25,001 to \$50,000	7.15	7.51	0.36	\$285.70 for the first \$25,000 plus \$7.15 for each additional \$1,000 or fraction thereof, to and including \$50,000
CD - Building Services	Each additional \$1,000 between \$50,001 to \$100,000	4.95	5.20	0.25	\$464.45 for the first \$50,000 plus \$4.95 for each additional \$1,000 or fraction thereof, to and including \$100,000
CD - Building Services	Each additional \$1,000 between \$100,001 to \$500,000	3.85	4.04	0.19	\$711.95 for the first \$100,000 plus \$3.85 for each additional \$1,000 or fraction thereof, to and including \$500,000
CD - Building Services	Each additional \$1,000 between \$500,001 to \$1,000,000	2.20	2.31	0.11	\$2,251.95 for the first \$500,000 plus \$2.20 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
CD - Building Services	Each additional \$100 over \$1,000,001	2.20	2.31	0.11	\$3,351.95 for the first \$1,000,000 plus \$2.20 for each additional \$100 or fraction thereof
CD - Building Services	Valuation: Table 2 – Spaces per Acre				
CD - Building Services	Park – Class A				"Class A" contains paved streets, curbs, and no sidewalks
CD - Building Services	6 or fewer spaces per acre, per space	2,637.00	2,768.85	131.85	
CD - Building Services	8 spaces per acre, per space	2,470.00	2,593.50	123.50	
CD - Building Services	10 spaces per acre, per space	2,320.00	2,436.00	116.00	
CD - Building Services	12 spaces per acre, per space	2,189.00	2,298.45	109.45	
CD - Building Services	14 spaces per acre, per space	2,074.00	2,177.70	103.70	
CD - Building Services	16 spaces per acre, per space	1,978.00	2,076.90	98.90	
CD - Building Services	18 spaces per acre, per space	1,907.00	2,002.35	95.35	
CD - Building Services	20 spaces per acre, per space	1,849.00	1,941.45	92.45	
CD - Building Services	22 spaces per acre, per space	1,798.00	1,887.90	89.90	
CD - Building Services	Park – Class B				"Class B" contains paved streets, no curbs, and no sidewalks
CD - Building Services	6 or fewer spaces per acre, per space	2,483.00		(2,483.00)	
CD - Building Services	8 spaces per acre, per space	2,317.00		(2,317.00)	
CD - Building Services	10 spaces per acre, per space	2,176.00		(2,176.00)	
CD - Building Services	12 spaces per acre, per space	2,035.00		(2,035.00)	
CD - Building Services	14 spaces per acre, per space	1,920.00		(1,920.00)	
CD - Building Services	16 spaces per acre, per space	1,824.00		(1,824.00)	
CD - Building Services	18 spaces per acre, per space	1,754.00		(1,754.00)	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	20 spaces per acre, per space	1,696.00		(1,696.00)	
CD - Building Services	22 spaces per acre, per space	1,645.00		(1,645.00)	
CD - Building Services	Park - Class C				"Class C" contains no paved streets, no curbs, but have a sidewalk on one side of each street
CD - Building Services	6 or fewer spaces per acre, per space	1,792.00		(1,792.00)	
CD - Building Services	8 spaces per acre, per space	1,626.00		(1,626.00)	
CD - Building Services	10 spaces per acre, per space	1,485.00		(1,485.00)	
CD - Building Services	12 spaces per acre, per space	1,344.00		(1,344.00)	
CD - Building Services	14 spaces per acre, per space	1,229.00		(1,229.00)	
CD - Building Services	16 spaces per acre, per space	1,133.00		(1,133.00)	
CD - Building Services	18 spaces per acre, per space	1,062.00		(1,062.00)	
CD - Building Services	20 spaces per acre, per space	1,005.00		(1,005.00)	
CD - Building Services	22 spaces per acre, per space	954.00		(954.00)	
CD - Building Services	Plan check fee for Recreation Park - % of valuation	65%	65%	0%	% of Table 1 Valuation
CD - Building Services				-	
CD - Building Services	<b>Solar Structural Installation Permits - separate Electrical Permit application may also be required</b>			-	
CD - Building Services	1.) Solar Permit (when required) - Prescriptive Path System, fee includes plan review.	182.00	187.50	5.50	
CD - Building Services	2.) Solar Permit - Non-Prescriptive Path System	based on the valuation	based on the valuation	based on the valuation	Fee as per Structural Permit Fee table by valuation to include the solar panels, racking, mounting elements, rails and the cost of labor to install. Solar electrical equipment including collector panels and inverters shall be excluded from the Structural Permit valuation.
CD - Building Services	<b>Mechanical Permits:</b>	115.75	120.00	4.25	All Mechanical Permits are subject to a State Surcharge of 12% of the total permit fee. Minimum mechanical permit application fee is <del>\$120.00</del> .
CD - Building Services	All mechanical Permits are subject to a state Surcharge of 12% of the total Permit fee. The minimum mechanical permit application fee is 120.00			-	
CD - Building Services	Minimum mechanical permit application fee is <del>\$120.00</del> .			-	
GD - Building Services	The Mechanical Plan Review Fee is based on valuation of 75% of the determined Permit Fee, where applicable.			-	Move
CD - Building Services	Commercial Mechanical Permits are based on the valuation of the project - see permit fee table for rates.			-	
	\$1 to \$5,000		120.00		Minimum Mechanical Permit Fee is \$120.00
	\$5,001 to \$25,000		10.00		\$120 for the first \$5,000 plus \$10.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
	\$25,001 to \$50,000		8.00		\$320 for the first \$25,000 plus \$8.00 for each additional \$1,000 or fraction thereof, to and including \$50,000
	\$50,001 to \$100,000		6.00		\$520 for the first \$50,000 plus \$6.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
	\$100,001 and greater		4.25		\$820 for the first \$100,000 plus \$4.25 for each additional \$1,000 or fraction thereof

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	<b>Residential Mechanical Fees</b>				
CD - Building Services	Air Conditioner	15.50	16.30	0.80	
CD - Building Services	Air handling unit up to 10,000 cfm	15.50	16.30	0.80	
CD - Building Services	Air handling unit 10,001 cfm and over	20.50	21.50	1.00	
CD - Building Services	Appliance or piece of equipment regulated by code but not classified in other appliance categories.	12.35	13.50	1.15	
CD - Building Services	Attic/crawl space fans	8.95	9.40	0.45	
CD - Building Services	Chimney /liner/flue/vent	12.85	13.50	0.65	
CD - Building Services	Clothes dryer exhaust	12.85	13.50	0.65	
CD - Building Services	Decorative gas fireplace	12.85	13.50	0.65	
CD - Building Services	Ductwork - no appliance/apurtenance		13.50	13.50	
CD - Building Services	Evaporative cooler other than portable	8.95	9.40	0.45	
CD - Building Services	Floor furnace, including vent	12.85	13.50	0.65	
CD - Building Services	Flue Vent for water heater or gas fireplace	10.75	11.30	0.55	
CD - Building Services	Furnace - greater than 100,000 BTU	20.50	21.50	1.00	
CD - Building Services	Furnace - up to 100,000 BTU	19.15	20.00	0.85	
CD - Building Services	Furnace/burner including duct work/vent/liner	20.50	21.50	1.00	
CD - Building Services	Gas or wood fireplace/insert	20.50	21.50	1.00	
CD - Building Services	Gas Fuel piping outlets	12.85	13.50	0.65	
CD - Building Services	Heat pump	19.15	20.00	0.85	
CD - Building Services	Hood served by mechanical exhaust, including ducts for hood	8.95	9.40	0.45	
CD - Building Services	Hydronic hot water system	82.15	86.00	3.85	
CD - Building Services	Mini spit system	19.15	20.00	0.85	
CD - Building Services	Installation or relocation of domestic type incinerator		-		
CD - Building Services	Oil tank/gas/diesel generators	19.15	20.00	0.85	
CD - Building Services	Pool or spa heater, kiln	12.85	13.50	0.65	
CD - Building Services	Repair, alteration, or addition to mechanical appliance including the installation of controls	20.50	21.50	1.00	
CD - Building Services	Range hood/other kitchen equipment	12.35	13.00	0.65	
CD - Building Services	Suspended heater, recessed wall heater, or floor mounted floor heater	12.86	13.50	0.64	
CD - Building Services	Ventilation fan connected to single duct	8.95	9.40	0.45	
CD - Building Services	Ventilation system not a portion of heating or air-conditioning system authorized by this permit	8.95	9.40	0.45	
CD - Building Services	Water heater	51.45	54.00	2.55	
CD - Building Services	Wood/pellet stove	20.50	21.50	1.00	
CD - Building Services	Other heating/cooling	12.85	13.50	0.65	
CD - Building Services	Other fuel appliance	12.85	13.50	0.65	
CD - Building Services	Other environment exhaust/ventilation	8.95	9.40	0.45	
CD - Building Services	The Mechanical Plan Review Fee is based on valuation of 75% of the determined Permit Fee, where applicable.				
CD - Building Services	Mechanical – Additional plan review (when applicable), per hour – 1/2 hour minimum	120.00	126.00	6.00	Per hour
CD - Building Services	Mechanical – Reinspection fee, per each	120.00	126.00	6.00	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	Mechanical - Each additional inspection, above allowable - per each	120.00	126.00		
CD - Building Services	Mechanical – Inspections outside normal business hours, per hour – 2 hour minimum	120.00	126.00	6.00	Per hour
CD - Building Services	Mechanical – Inspections for which no fee is specifically indicated, per each, one hour minimum	120.00	126.00	6.00	Per each, one hour minimum
CD - Building Services	Mechanical – Investigation fee, per hour	120.00	126.00	6.00	Per hour
<del>GD - Building Services</del>	<del>41.) Mechanical – Minimum fee</del>	<del>115.75</del>	<del>120.00</del>	<del>4.25</del>	
CD - Building Services	<b>Plumbing Permits:</b>			-	-
					All Plumbing Permits are subject to a State Surcharge of 12% of the total Permit fee; The minimum Plumbing Permit Application Fee is \$ <del>120.00</del>
CD - Building Services	All Plumbing Permits are subject to a State Surcharge of 12% of the total Permit fee			-	-
CD - Building Services	The minimum Plumbing Permit Application Fee is \$120.00			-	-
CD - Building Services	The Plumbing Plan Review Fee is 30% of the Permit fee.			-	-
CD - Building Services	<b>Commercial and Non-New Residential - Site Utilities</b>			-	-
CD - Building Services	Sanitary Sewer – first 100 feet	85.85	90.15	4.30	Permit fee, where applicable
CD - Building Services	Storm Sewer – first 100 feet	85.85	90.15	4.30	
CD - Building Services	Water Service – first 100 feet	85.85	90.15	4.30	
<del>GD - Building Services</del>	<del>4.) Backflow preventer</del>	<del>28.60</del>	<del>30.03</del>	<del>1.43</del>	
CD - Building Services	Each additional 100 feet or fraction thereof water, sanitary sewer, or storm sewer	70.60	74.15	3.55	
CD - Building Services	Mfd Park -site utility connections, per space	170.00	178.50	8.50	
CD - Building Services	Reinspection fee, per each	51.45	54.02	2.57	
CD - Building Services	Plumbing – Each additional inspection, above allowable - per each	120.00	126.00	6.00	
CD - Building Services	Plumbing – Inspections for which no fee is specifically indicated, per hour, minimum one hour	120.00	126.00	6.00	
CD - Building Services	Plumbing – Inspections outside normal business hours, per hour – 2 hour minimum	120.00	126.00	6.00	
CD - Building Services	Plumbing – Investigation fee, per hour	120.00	126.00	6.00	
CD - Building Services	The Plumbing Plan Review Fee is 30% of the Permit fee.				
CD - Building Services	Plumbing - Additional Plan Review - When applicable, per hour – 1/2 hour minimum	120.00	126.00	6.00	
<del>GD - Building Services</del>	<del>12.) Plumbing – Additional plan review, per hour – 1/2 hour minimum</del>	<del>120.00</del>	<del>123.60</del>	<del>3.60</del>	
	New 1&2 Family Dwelling - includes one kitchen, first 100 feet each of site utilities, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system. Half bath counted as whole.			-	-
<del>GD - Building Services</del>	<del>13.) Single Family Residence – additional bath/kitchen</del>	<del>220.50</del>	<del>227.12</del>	<del>6.62</del>	
CD - Building Services	First Kitchen & Bathroom	330.75	347.00	16.25	Includes 100 feet of water, sewer, and storm lines
CD - Building Services	First Kitchen & 2 Bathrooms	441.00	463.00	22.00	Includes 100 feet of water, sewer, and storm lines
CD - Building Services	First Kitchen & 3 Bathrooms	551.25	580.00	28.75	Includes 100 feet of water, sewer, and storm lines

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	Additional bath/kitchen	220.50	230.00	9.50	
CD - Building Services	Each additional 100 feet or fraction thereof of site utilities - water, sewer, storm (which includes rain, footing, trench, and leach drains) - first 100 feet included in bathroom/kitchen fee	70.60	74.00	3.40	
CD - Building Services	Plumbing fixture as marked on application	28.60	30.00	1.40	
CD - Building Services	Re-piping/retrofit water supply, per fixture	28.60	30.00	1.40	
CD - Building Services	Backflow preventer	28.60	30.00	1.40	
CD - Building Services	Water heater	51.45	54.00	2.55	
CD - Building Services	<b>Residential Fire Suppression - Multipurpose/Continuous Loop System, plan review included (See Structural Fee section for Standalone System)</b>	-	-	-	
CD - Building Services	0 to 2,000 sq. ft.	165.00	173.25	8.25	
CD - Building Services	2,001 to 3,600 sq. ft.	175.00	183.75	8.75	
CD - Building Services	3,601 to 7,200 sq. ft.	220.00	231.00	11.00	
CD - Building Services	7,201 sq. ft. and greater	270.00	283.50	13.50	
CD - Building Services	<b>Medical Gas Permits:</b>				
CD - Building Services	Total Valuation \$1 to \$5,000, plus:	122.25	122.25	-	Minimum Medical Gas Fee is \$122.25
CD - Building Services	Each additional \$100 between \$5,001 to \$10,000	2.00	2.00	-	\$122.25 for the first \$5,000 plus \$2.00 for each additional \$100 or fraction thereof, to and including \$10,000
CD - Building Services	Each additional \$1,000 between \$10,001 to \$100,000	12.50	7.00	(5.50)	\$222.25 for the first \$10,000 plus \$7.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
CD - Building Services	Each additional \$1,000 - \$100,001 and greater	8.50	5.00	(3.50)	\$852.25 for the first \$100,000 plus \$5.00 for each additional \$1,000 or fraction thereof
GD - Building Services	<b>Manufactured Home Permits:</b>				
GD - Building Services	Manufactured Home and Cabana permits are subject to a \$30.00 State Administration Fee	30.00	30.00		move
GD - Building Services	1.) Manufactured Dwelling Placement Permit Fee - Includes the concrete slab, runners or foundations that are prescriptive, electrical feeder and plumbing connections and all cross-over connections and up to 30 lineal feet of site utilities. Decks, other accessory structures, and foundations that are not prescriptive, utility connections beyond 30 lineal feet, new electrical services or additional branch circuits, and new plumbing - may require separate permits. All decks 30" above ground, carports, garages, porches, and patios are based on valuation and may also require separate permits.	609.00	670.00	61.00	Total of \$780.40 with 12% State Surcharge + \$30.00 State Administration Fee - Move
GD - Building Services	3.) Manufactured Home Code Books	35.00	35.00		move
GD - Building Services	4.) Manufactured Home - Inspections outside normal business hours, per hour - 2 hour minimum	120.00	126.00	6.00	move
GD - Building Services	5.) Manufactured Home - Inspections for which no fee is specifically indicated, per hour	120.00	126.00	6.00	move
GD - Building Services	6.) Manufactured Home - Investigation fee, per hour	120.00	126.00	6.00	move
GD - Building Services	7.) Re-inspection fee, per inspection	120.00	126.00	6.00	move

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	<b>Electrical Permits:</b>			-	Plus applicable State Surcharge; minimum permit fee is <b>120.00</b>
CD - Building Services	1.) All electrical Permits are subject to a State Surcharge of 12% of the total permit fee	12%	12%	0%	
CD - Building Services	The minimum Electrical Permit Application Fee is <b>\$120.00</b>		120.00		
CD - Building Services	2.) Electrical Plan Review – % of Permit Fee when required	25%	25%	0% move	
CD - Building Services	3.) Master Electrical Application Permit fee - one time at initial application; renews annually as applicable	100.00	100.00	move	
CD - Building Services	4.) Master Electrical inspection fee; per hour - includes travel time; inspection, and report writing	120.00	126.00	6.00	per hour move
	<b>New Construction</b>				
CD - Building Services	<b>Residential</b>				
	5.) Residential, per unit, service included				Multi-family is based on largest unit using residential square footage with each additional unit at 50%
CD - Building Services	1,000 sq. ft. or less	192.40	202.00	9.60	
CD - Building Services	Each additional 500 sq. ft. or portion thereof	32.05	33.65	1.60	
CD - Building Services	Limited energy - new residential construction	44.90	47.15	2.25	
CD - Building Services	<b>Multifamily</b>				
CD - Building Services	New Multifamily Construction				Multi-family is based on largest unit using residential square footage with each additional unit at 50%
CD - Building Services	Multifamily, new construction - limited energy by floor	85.85	90.00	4.15	
CD - Building Services	Multifamily, new construction - protective signaling by floor	85.85	90.00	4.15	
CD - Building Services	Each manufactured home or modular dwelling service	115.75	121.50	5.75	
CD - Building Services	Service or feeders:				installation, alteration, relocation
CD - Building Services	200 amps or less	123.90	130.10	6.19	
CD - Building Services	201 to 400 amps	146.20	153.50	7.30	
CD - Building Services	401 to 600 amps	245.70	258.00	12.30	
CD - Building Services	601 to 1,000 amps	322.10	338.20	16.10	
CD - Building Services	Over 1,000 amps or volts	732.90	770.00	37.10	
CD - Building Services	Reconnect only	115.75	121.50	5.75	
CD - Building Services	Temporary service or feeders:			-	installation, alteration, relocation
CD - Building Services	200 amps or less	115.75	121.50	5.75	
CD - Building Services	201 to 400 amps	134.65	141.50	6.85	
CD - Building Services	401 to 600 amps	194.25	204.00	9.75	
CD - Building Services	601 to 1,000 amps	322.10	338.50	16.40	See services or feeders section above
CD - Building Services	Over 1,000 amps or volts	732.90	770.00	37.10	See services or feeders section above
CD - Building Services	Branch circuits:				New, alteration, extension per panel
CD - Building Services	Fee for branch circuits with purchase of a service or feeder fee	9.20	9.70	0.50	
CD - Building Services	Fee for branch circuits without purchase of a service or feeder fee				
CD - Building Services	First branch circuit	85.85	90.00	4.15	
CD - Building Services	Each additional branch circuit	9.20	9.70	0.50	
CD - Building Services	Each add'l branch circuit - per each		9.70		

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	Miscellaneous (service or feeder not included):				service or feeder not included
CD - Building Services	Pump or irrigation circle - per each	85.85	90.00	4.15	
CD - Building Services	Sign or outline lighting - per each	85.85	90.00	4.15	
CD - Building Services	Signal circuit(s) or a limited-energy panel, alteration or extension, each system - non-new residential and all commercial (new residential and multifamily construction - see above)	85.85	90.00	4.15	
	Swimming Pool (incl panel, circuits and bonding)		178.60		
GD - Building Services	d.) Reinspection Fee, per each, minimum one hour	120.00	126.00	6.00	Move
GD - Building Services	e.) Inspection outside normal business hours, per hour – 2 hour minimum	120.00	126.00	6.00	Move
GD - Building Services	f.) Inspection for which no fee is specifically indicated, per hour – one hour minimum	120.00	126.00	6.00	Move
	g.) Each additional inspection, above allowable - per each	120.00	126.00		Move
GD - Building Services	h.) Additional plan review (when applicable), per hour - 1/2 hr minimum	120.00	126.00	6.00	Move
GD - Building Services	i.) Investigation fee, per hour	120.00	126.00	6.00	Move
CD - Building Services	Commercial Electrical Multi-Family		-	-	
CD - Building Services	Multi-family limited energy by floor	85.85	90.14	4.29	
CD - Building Services	Multi-family protective signaling by floor	85.85	90.14	4.29	
CD - Building Services	Renewable Energy				
CD - Building Services	Renewable energy for electrical systems - 5KVA or Less	115.75	121.50	5.75	
CD - Building Services	Renewable energy for electrical systems - 5KVA to 15KVA	145.70	153.00	7.30	
CD - Building Services	Renewable energy for electrical systems - 15.01KVA to 25KVA	194.25	204.00	9.75	
CD - Building Services	Renewable energy - solar generation over 25KVA	6.50	7.00	0.50	\$204.00 for the first 25KVA plus \$7.00 for each additional KVA; *maximum permit charge at calculation of 100KVA (\$729)
CD - Building Services	Wind Energized Systems				
CD - Building Services	Renewable energy for wind systems 25.01 KVA through 50 KVA	250.25	262.75	12.50	
CD - Building Services	Renewable energy for wind systems 50.01 KVA through 100 KVA	600.85	631.00	30.15	
CD - Building Services	Master Electrical Application Permit fee - one time at initial	100.00	100.00	-	
CD - Building Services	Master Electrical inspection fee, per hour - includes travel time,	120.00	126.00	6.00	per hour
CD - Building Services	Electrical Plan Review - % of Electrical Permit Fee when required	25%	25%	0%	
CD - Building Services	Electrical - Additional plan review (when applicable), per hour - 1/2 hr	120.00	126.00	6.00	
CD - Building Services	Reinspection Fee, per each, minimum one hour	120.00	126.00	6.00	
CD - Building Services	Inspection outside normal business hours, per hour – 2 hour	120.00	126.00	6.00	
CD - Building Services	Inspection for which no fee is specifically indicated, per hour – one	120.00	126.00	6.00	
	Each additional inspection, above allowable - per each	120.00	126.00		
CD - Building Services	Investigation fee, per hour	120.00	126.00	6.00	
	<b>Miscellaneous Fees:</b>				
CD - Building Services	Refund processing fee	82.00	82.00	-	refunds must be requested within 180 days of application; refunds are not available for any work that has been performed

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Building Services	Permit Reinstatement due to expired permit (within a 6-month window)	50% of current fee for new permit	50% of current fee for new permit	#VALUE!	New Permit Fee thereafter
CD - Building Services	Permit Extension	50.00	50.00	-	
CD - Building Services	Permit History Research Fee, per hour	80.00	84.00	4.00	
CD - Building Services	Copies, per page	0.25	0.25	-	
CD - Building Services	Oversize copies, per page	5.00	5.00	-	
CD - Building Services	Permit Shipping	10.00	10.00	-	
CD - Building Services	Administrative/Clerical Fee	82.50	86.50	4.00	
CD - Code Enforcement	<b>Code Enforcement:</b>				
CD - Code Enforcement	Code Enforcement Hourly Rate, per hour	75.00	134.00	59.00	As Permitted by Crook County Code Title 1, cost recovery
CD - Code Enforcement	Site investigation, per hour – 2 hour minimum	75.00	134.00	59.00	
CD - Code Enforcement	Code compliance letter, research and investigation, per hour – 2 hour minimum	75.00	134.00	59.00	
CD - Code Enforcement	Code compliance hearing fee	265.00	500.00	235.00	
CD - On-Site	<b>On-Site (Septic Systems) Permits:</b>			-	<b>On-Site may charge twice the established fee for a septic permit or approval if work is commenced before the required Permits have been issued.</b>
CD - On-Site	State surcharge	<del>July 1st – 31st \$100 August 1st – \$117</del>	<del>117.00</del>	-	<b><u>A DEQ surcharge will be added to site evaluations, permits, and other activity</u></b> where required: all state fee schedules are subject to change based on legislative action and may be revised throughout the year.
CD - On-Site	Code Compliance Fee	60.00	63.00	3.00	Added to all new construction permits, authorizations, and alterations
CD - On-Site	Site Evaluation Fee	770.00	808.00	38.00	
CD - On-Site	Septic Systems			-	
CD - On-Site	Standard system, first 1,000 gallons	950.00	998.00	48.00	
CD - On-Site	Capping fill, first 1,000 gallons	1,185.00	1,244.00	59.00	
CD - On-Site	Grey water sump, first 1,000 gallons	430.00	452.00	22.00	
CD - On-Site	Pressure distribution, first 1,000 gallons	1,425.00	1,496.00	71.00	
CD - On-Site	Redundant, first 1,000 gallons	705.00	740.00	35.00	
CD - On-Site	Sand filter, first 1,000 gallons	1,790.00	1,880.00	90.00	
CD - On-Site	Saprolite system, first 1,000 gallons	870.00	914.00	44.00	
CD - On-Site	Seepage trench, first 1,000 gallons	1,180.00	1,239.00	59.00	
CD - On-Site	Steep slope, first 1,000 gallons	1,180.00	1,239.00	59.00	
CD - On-Site	Tile dewatering, first 1,000 gallons	2,550.00	2,678.00	128.00	
CD - On-Site	Each additional 500 gallons above 1,000 gallons or part thereof ("commercial" septic systems)	190.00	200.00	10.00	\$200 for each additional 500 gallons or part thereof
CD - On-Site	Plan Review			-	
CD - On-Site	Commercial facility system, 0 to 600 gallons	-	-	-	Covered under the permit fee
CD - On-Site	Commercial facility system, 601 to 1,000 gallons	295.00	310.00	15.00	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - On-Site	Each additional 500 gallons or part thereof above 1,000 to 2,500 gallons	90.00	95.00	5.00	\$280 for the first 1,000 gallons plus \$85 for each additional 500 gallons or part thereof
CD - On-Site	Renewal/reinstatement/transfer permit	350.00	368.00	18.00	Within 1 year of expiration of original permit
CD - On-Site	Major septic system repair, single family dwelling	545.00	572.00	27.00	
CD - On-Site	Minor septic system repair, single family dwelling	300.00	315.00	15.00	
CD - On-Site	Major commercial septic system repair	520.00	546.00	26.00	
CD - On-Site	Minor commercial septic system repair	305.00	320.00	15.00	
CD - On-Site	Major septic system alteration/relocation (drain field)	825.00	866.00	41.00	
CD - On-Site	Minor septic system alteration/relocation (tank)	460.00	483.00	23.00	
CD - On-Site	ATT Annual Report Review – in-house	55.00	60.00	5.00	
CD - On-Site	ATT Systems Permit – with/without pressure distribution	1,490.00	1,565.00	75.00	
CD - On-Site	ATT Systems – O&M Inspection	440.00	462.00	22.00	
CD - On-Site	Holding tank Permit	885.00	930.00	45.00	
CD - On-Site	Holding tank inspection report – in-house	55.00	60.00	5.00	
CD - On-Site	Holding tank inspection annual – field	275.00	290.00	15.00	
CD - On-Site	Authorization, field visit required	650.00	685.00	35.00	Permit issued under the authorization will be without the repair fee
CD - On-Site	Authorization, no field visit required	240.00	252.00	12.00	
CD - On-Site	Evaluation/renewal of temporary/hardship authorization	250.00	263.00	13.00	
CD - On-Site	Existing system evaluation – field	600.00	630.00	30.00	
CD - On-Site	Sewage disposal service, pumper truck inspection, first truck	165.00	173.00	8.00	
CD - On-Site	Sewage disposal service, each additional truck	70.00	74.00	4.00	
CD - On-Site	Accela yearly O&M entry fee, each	5.00	10.00	5.00	
CD - On-Site	Re-inspection fee	150.00	158.00	8.00	When a pre-covered inspection correction requires a subsequent reinspection due to the previous corrections not being made. No further inspections until the reinspection fee is paid.
CD - On-Site	Pump evaluation Fee	50.00	53.00	3.00	For all permits that specify the use of a pump or dosing system except for Sand Filter, ATT, Recirculating gravel filter and pressurized distribution systems
CD - On-Site	On-site specialist consultation fee, in-house, per hour – 1-hour minimum	105.00	110.00	5.00	
CD - On-Site	On-site specialist consultation fee, field, per hour – 1-hour minimum	210.00	220.00	10.00	
CD - On-Site	Refund/Administrative fee	50.00	53.00	3.00	
CD - On-Site	<b>On-Site may charge twice the established fee for a septic permit or approval if work is commenced before the required Permits have been issued.</b>				

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - On-Site	Notice: A surcharge to offset DEQ administrative and oversight costs and are assessed by DEQ for each site evaluation, construction, repair, renewal authorization, and all other activities for which an application is submitted. There is no surcharge for pumper truck inspections. The proceeds are forwarded to DEQ on a quarterly basis. The surcharge is set by the State of Oregon and will be adjusted to reflect State-imposed changes.				
CD - Planning	<b>Planning Fees:</b>				
CD - Planning	Unless otherwise stated in "Comments", all Planning fees will also have an additional Code Compliance fee per application, as calculated below.				Note: Code Compliance fees may double for violation cases
CD - Planning	1). Code Compliance Fees for planning applications:				
CD - Planning	Planning Fees totaling \$0-200				
CD - Planning	Planning Fees totaling \$201-500	60.00	63.00	3.00	
CD - Planning	Planning Fees totaling \$501-1,000	110.00	116.00	6.00	
CD - Planning	Planning Fees totaling \$1,001-5,000	170.00	180.00	10.00	
CD - Planning	Planning Fees totaling \$5,001-10,000	550.00	578.00	28.00	
	10,001		840.00		
CD - Planning	2.) Appeals - Remands				
CD - Planning	Appeal to Planning Commission	250.00	250.00	-	No Code Compliance Fee
CD - Planning	Appeal to County Court	\$3,500 + 20%	\$3,500 + 20%	-	*\$250 or as set by statute
		of original	of original		Appellant must also provide transcripts of relevant meeting tapes at appellant's expense
CD - Planning	Remand from LUBA	\$2,000	\$2,000		Actual costs with deposit required at time of appeal submission - Covers costs for notices mailed, copy charges, staff time and other costs.
		deposit +	deposit +		
		actual cost	actual cost		
CD - Planning	CD/USB records, each	10.00	10.00	-	
CD - Planning	3.) Documents Purchased				
CD - Planning	Duplication fees, per page	0.25	0.25	-	No Code Compliance Fee
CD - Planning	Duplication of oversize exhibits, per page	5.00	5.00	-	
CD - Planning	Local Appeal Record on CD/USB, per CD/USB	10.00	10.00	-	
CD - Planning	4.) Land Partitions				
CD - Planning	Land partitioning (Residential, Commercial or Industrial)		-	-	REMOVE
CD - Planning	Land partitions, 2 to 3 lots	1,890.00	1,985.00	95.00	
CD - Planning	Measure 49 Land Partition	2,195.00	2,305.00	110.00	
CD - Planning	Farm partition/forest partition, 2 to 3 lots	1,890.00	1,985.00	95.00	
CD - Planning	Non-farm partition, 2 to 3 lots, including Site Plan Reviews	3,710.00	3,895.00	185.00	
CD - Planning	Property Line Adjustment	1,020.00	1,070.00	50.00	
CD - Planning	Property Line Adjustment with notice	1,280.00	1,345.00	65.00	
CD - Planning	Lot Combining/Uncombining	715.00	750.00	35.00	
CD - Planning	Final Plat Review	190.00	200.00	10.00	
CD - Planning	Replat	1,890.00	1,985.00	95.00	
CD - Planning	Validation of a unit of land	1,890.00	1,985.00	95.00	
CD - Planning	5.) Conditional Use Permits				
				-	Code Compliance Fee to be added

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Planning	Administrative	1,890.00	1,985.00	95.00	e.g. dog kennels, home occupations
CD - Planning	With hearing	4,158.00	4,365.00	207.00	e.g. bed & breakfast; golf course, multi-family residential
CD - Planning	Modification of conditions, administrative	1,280.00	1,345.00	65.00	
CD - Planning	Modification of conditions, with hearing	3,555.00	3,730.00	175.00	
CD - Planning	Conditional use Permit—Temporary hardship dwelling	-	-	-	REMOVE
CD - Planning	Temporary hardship renewal (every 2 years)	-	-	-	REMOVE
CD - Planning	Mineral aggregate	11,095.00	11,650.00	555.00	
CD - Planning	Commercial energy	12,065.00	12,670.00	605.00	Additional fee will apply if a goal exception is required
CD - Planning	Non-resource dwelling—conditional use Permits	-	-	-	REMOVE
CD - Planning	Conditional use Permit, Non-farm dwelling on existing parcel	-	-	-	REMOVE
CD - Planning	Conditional use Permit, Non-farm partition (two to three lots)	-	-	-	REMOVE
CD - Planning	Forest dwelling	2,950.00	3,100.00	150.00	
CD - Planning	Annual Report Review		200.00		
CD - Planning	6.) Amendments			-	Code Compliance Fee to be added
CD - Planning	Comprehensive plan amendment	5,490.00	5,765.00	275.00	
CD - Planning	Comprehensive plan amendment, required goal exception	7,015.00	7,365.00	350.00	
CD - Planning	Zone map change, Measure 56 notice required	5,490.00	5,765.00	275.00	
CD - Planning	Zone map change, if no Measure 56 notice required	4,465.00	4,670.00	205.00	
CD - Planning	Zone text change, Measure 56 notice required	5,490.00	5,765.00	275.00	
CD - Planning	Zone text change, if no Measure 56 notice required	4,465.00	4,670.00	205.00	
CD - Planning	7.) Site Plan Reviews			-	Code Compliance Fee to be added
CD - Planning	Residential	1,020.00	1,070.00	50.00	
CD - Planning	Accessory Structure	275.00	290.00	15.00	
CD - Planning	Accessory Structure – with verification of existing dwelling	350.00	365.00	15.00	
CD - Planning	Accessory Structure – under 200 sq. ft. with no plumbing, electrical or mechanical	90.00	95.00	5.00	
CD - Planning	Accessory Dwelling Unit	1,165.00	1,225.00	60.00	
CD - Planning	Accessory Farm Help Dwelling	1,585.00	1,665.00	80.00	
CD - Planning	Accessory Farm Family Dwelling	1,585.00	1,665.00	80.00	
CD - Planning	Administrative	1,585.00	1,665.00	80.00	
CD - Planning	Farm Dwelling	1,585.00	1,665.00	80.00	
CD - Planning	Replacement Farm or Forest Dwelling		1,225.00	1,225.00	
CD - Planning	Non-Farm Dwelling on existing parcel	2,950.00	3,100.00	150.00	
CD - Planning	Accessory Forest-Family Dwelling	1,585.00	1,665.00	80.00	
CD - Planning	Lot of Record	1,585.00	1,665.00	80.00	ORS 215.705
CD - Planning	Commercial, Industrial	1,585.00	1,665.00	80.00	
CD - Planning	Utility Facilities, Cell Towers	3,710.00	3,895.00	185.00	
CD - Planning	Site Plan Modification	715.00	750.00	35.00	
CD - Planning	Renewal of expired site plan review (residential zone dwellings)	50%	50%	0%	50% of original fee
CD - Planning	8.) Subdivisions / Planned Unit Developments			-	Code Compliance Fee to be added
CD - Planning	Outline development / master plan	\$3,650 + \$230 per lot	\$3,830 + \$240 per lot	\$3,830 + \$240 per lot	Base fee of \$3,830, plus \$240 per lot

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Planning	Subdivision name changes, per change	860.00	905.00	45.00	
CD - Planning	Final plat review	2,125.00	2,230.00	105.00	
CD - Planning	Subdivision modification request by applicant with hearing	5,225.00	5,490.00	265.00	
CD - Planning	Public hearing extension request	860.00	905.00	45.00	
CD - Planning	Replat	1,890.00	1,985.00	95.00	
CD - Planning	9.) Destination Resort		-	-	Code Compliance Fee to be added
CD - Planning	Conditional Use Permit, Modification	18,775.00	19,715.00	940.00	
CD - Planning	Subdivision Phase	\$4,165 + \$230 per lot	\$4,375 + \$240 per lot	\$4,165 + \$230 per lot	Base fee of \$4,375, plus \$240 per lot
CD - Planning	Site plan review – Residential	1,318.00	1,385.00	67.00	
CD - Planning	Site plan review – Commercial	1,470.00	1,545.00	75.00	
CD - Planning	Final development review	3,895.00	4,090.00	195.00	
CD - Planning	Final plat review	2,125.00	2,230.00	105.00	
CD - Planning	Replat	1,890.00	1,985.00	95.00	
CD - Planning	10.) Other Permit Fees		-	-	Code Compliance Fee to be added
CD - Planning	Legal parcel/lot determination		-	-	
CD - Planning	First legal lot	525.00	750.00	225.00	
CD - Planning	Each additional lot	315.00	\$200 + hourly rate after 2 hours		\$200 per lot for the first two hours of review. \$94 per hour after two hours.
CD - Planning	Complex project fee	Actual costs, \$1,100 deposit req'd	Actual costs, \$1,100 deposit req'd	Actual costs, \$1,100 deposit req'd	Actual costs will be charged; \$1,100 deposit required
CD - Planning	Variance		-	-	
CD - Planning	Without public hearing	1,020.00	1,070.00	50.00	
CD - Planning	With public hearing	3,555.00	3,730.00	175.00	
CD - Planning	Declaratory ruling	1,585.00	1,665.00	80.00	
CD - Planning	Declaratory ruling - Measure 49	Actual costs, \$7,500 deposit req'd	Actual costs, \$7,500 deposit req'd	Actual costs, \$7,500 deposit req'd	Actual cost will be charged; \$7,500 deposit required
CD - Planning	Nonconforming Use Alteration	Actual costs, \$1,500 deposit req'd	Actual costs, \$1,500 deposit req'd	Actual costs, \$1,500 deposit req'd	Actual costs will be charged; \$1,500 deposit required
CD - Planning	Sign Permit	555.00	580.00	25.00	
CD - Planning	Temporary Hardship		-	-	
CD - Planning	Dwelling	430.00	450.00	20.00	
CD - Planning	Renewal, every 2 years	95.00	100.00	5.00	
CD - Planning	Temporary Use Permit		-	-	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Planning	Property owner RV on lot for up to 6 months	280.00	295.00	15.00	
CD - Planning	Property owner RV on lot renewal for next 6 months	40.00	45.00	5.00	
CD - Planning	Land Use Compatibility Statement	90.00	95.00	5.00	
CD - Planning	Land Use Compatibility Statement - Onsite Sign-Off		75.00		
CD - Planning	Building Permit Review		100.00		
CD - Planning	Floodplain Review		200.00		
CD - Planning	Planning Director Determination (Interpretation-Advisory Only)	1,315.00	1,380.00	65.00	
CD - Planning	Staff Research/Consultation, per hour – 1-hour minimum	84.00	92.00	8.00	
CD - Planning	All land use extension requests	290.00	300.00	10.00	
CD - Planning	Amendments to applications after completeness has been determined	Actual costs, \$315 deposit req'd	Actual costs, \$315 deposit req'd	Actual costs, \$315 deposit req'd	Actual costs will be charged; \$315 deposit required
CD - Planning	Refund Requests		-	-	
CD - Planning	Before completeness is determined	75%	75%	0%	
CD - Planning	After Pre-Notice is mailed or 30 day completeness is determined.	50%	50%	0%	
CD - Planning	After Notice of Decision is mailed there will be no refund.	no refund	no refund	no refund	
CD - Planning	Farm stand reviews	290.00	298.70	8.70	
CD - Planning	One mile study with analysis	735.00	770.00	35.00	
CD - Planning	One mile study - data only		270.00	270.00	
CD - Planning	Soils report	90.00	95.00	5.00	
CD - Planning	Wildlife density analysis	90.00	95.00	5.00	
CD - Planning	Consultant fee*	Actual costs, \$5,000 deposit req'd	Actual costs, \$5,000 deposit req'd	Actual costs, \$5,000 deposit req'd	Actual costs will be charged; \$5,000 deposit required
CD - Planning	*Consultant fees are charged when in the judgment of the Planning Director, Planning Commission, or County Counsel, expertise or resources are required outside the scope of the County's ability to evaluate an application accurately or timely and additional assistance is needed. In some cases, consultation is required by County ordinance. Examples include but are not limited to evaluation of a proposed energy-related facility and related impacts, evaluation of environmental impact of certain industries, evaluation of the impact of certain applications on airport operations or a traffic-impact study.			-	
CD - Planning	11.) Events			-	Code Compliance Fee to be added
CD - Planning	Agritourism in County Exclusive Farm Use Zones			-	
CD - Planning	Expedited one time single event	170.00	175.00	5.00	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Planning	Single Event	Actual costs, \$580 deposit req'd	Actual costs, \$580 deposit req'd	Actual costs, \$580 deposit req'd	Actual costs will be charged; \$580 deposit required
CD - Planning	2 to 6 Events without Public Hearing	actual costs, \$790 deposit req'd	actual costs, \$790 deposit req'd	actual costs, \$790 deposit req'd	Actual costs will be charged; \$790 deposit required
CD - Planning	2 to 6 Events with Public Hearing	actual costs, \$1,215 deposit req'd	actual costs, \$1,215 deposit req'd	actual costs, \$1,215 deposit req'd	Actual costs will be charged; \$1,215 deposit required
CD - Planning	7 to 18 Events	actual costs, \$2,865 deposit req'd	actual costs, \$2,865 deposit req'd	actual costs, \$2,865 deposit req'd	Actual costs will be charged; \$2,865 deposit required
CD - Planning	Agritourism renewal	260.00	275.00	15.00	
CD - Planning	Social Gatherings			-	As identified in Crook County Code 5.04 Article II
CD - Planning	101 to 250 participants	230.00	240.00	10.00	
CD - Planning	251 to 500	575.00	605.00	30.00	
CD - Planning	501 to 1,000	1,155.00	1,215.00	60.00	
CD - Planning	1,001 to 3,000	1,735.00	1,820.00	85.00	
CD - Planning	Mass Gatherings (As identified in Crook County Code 5.04 Article I)	5,785.00	6,075.00	290.00	As identified in Crook County Code 5.04 Article I
CD - Planning	12.) Road Approach			-	Code Compliance Fee to be added
CD - Planning	Road Approach Permits			-	Collected fees shared between CD-Planning and Road Department or CD-Planning and CD-Code Compliance
CD - Planning	Residential, new	300.00	315.00	15.00	For County-maintained roads or roads approaching County-maintained roads, \$157.50 to CD-Planning and \$157.50 to Road Department. For public roads that do not approach state, County, or City roads, \$157.50 to CD-Planning and \$157.50 to CD-Code Compliance.
CD - Planning	Residential, grandfathered	155.00	165.00	10.00	No fee for accesses created prior to 2000. Grandfathered Access permits are for existing single homes only. For County-maintained roads or roads approaching County-maintained roads, \$49.50 to CD-Planning and \$115.50 to Road Department. For public roads that do not approach state, County, or City roads, \$49.50 to CD-Planning and \$115.50 to CD-Code Compliance.

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
CD - Planning	Subdivision / PUD / Destination Resort	1,155.00	1,215.00	60.00	For County-maintained roads or roads approaching County-maintained roads, \$486 to CD-Planning and \$729 to Road Department. For public and private roads that do not approach state, County, or City roads, \$486 to CD-Planning and \$729 to CD-Code Compliance.
CD - Planning	Commercial/ industrial or institutional	585.00	615.00	30.00	For County-maintained roads or roads approaching County-maintained roads, \$307.50 to CD-Planning and \$307.50 to Road Department. For public roads that do not approach state, County, or City roads, \$307.50 to CD-Planning and \$307.50 to CD-Code Compliance.
CD - Planning	<b>Re-Inspection fee, per inspection</b>	<del>55.00</del>	<del>60.00</del>	<del>5.00</del>	
CD - Planning	13.) Addressing/Roads			-	
CD - Planning	Addressing			-	
CD - Planning	County (excluding inside city limits)	150.00	158.00	8.00	Includes Address and Fire Marker
CD - Planning	Inside City limits	120.00	126.00	6.00	
CD - Planning	Utility Address	120.00	126.00	6.00	(may be required for a permit where a utility is requested)
CD - Planning	Fire Marker Fee for Existing, Verified Address	30.00	35.00	5.00	
CD - Planning	Road Naming	2,055.00	2,155.00	100.00	Code Compliance Fee to be added
CD - Planning	New or replacement road name sign/stop/post	785.00	825.00	40.00	Installed by County Road Dept; within the County right of way on a private or public road and/or intersecting County-maintained road
CD - Planning	Road Vacation	1,575.00	1,655.00	80.00	Collected fees shared \$1,160 to County Counsel, \$495 to Road Department
CD - Planning	Road Development Inspection Fees			-	For Public and Private Roads; Road Inspection costs are paid to a third-party engineering firm. The fees listed reflect the actual costs.
CD - Planning	Traffic Review			-	
CD - Planning	0 to 20 potential average daily trips	1,730.00	1,781.90	51.90	
CD - Planning	21 to 99 potential average daily trips	1,730.00	1,781.90	51.90	
CD - Planning	100 to 200 potential average daily trips	5,250.00	5,407.50	157.50	
CD - Planning	Resorts	15,750.00	16,222.50	472.50	
CD - Planning	Plan Review			-	
CD - Planning	0 to 20 potential average daily trips	3,150.00	3,244.50	94.50	
CD - Planning	21 to 99 potential average daily trips	4,200.00	4,326.00	126.00	
CD - Planning	100 to 200 potential average daily trips	5,250.00	5,407.50	157.50	
CD - Planning	Resorts	15,750.00	16,222.50	472.50	
CD - Planning	Site Observations			-	Includes cost of storm water plan review
CD - Planning	0 to 20 potential average daily trips	2,585.00	2,662.55	77.55	
CD - Planning	21 to 99 potential average daily trips	2,585.00	2,662.55	77.55	
CD - Planning	100 to 200 potential average daily trips	2,585.00	2,662.55	77.55	
CD - Planning	Resorts	5,250.00	5,407.50	157.50	
CD - Planning	Note 1: Fees assume 3 reviews will be adequate. For projects requiring additional visits, additional fees will apply.				
CD - Planning	Note 2: Fees assume 4 site visits will be adequate. For projects requiring additional visits, additional fees will apply.				
CD - Planning	Note 3: Assumes 4 site visits (sub-base, ¾", ½" and paving). For projects requiring additional visits, additional fees will apply.				
CD - Planning	Note 4: Fees shown above are for subdivisions up to 200 potential average daily trips. For subdivisions in excess of 200 potential average daily trips, additional fees will apply.				

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
<b>District Attorney</b>					
District Attorney	Traffic violations	15.00	25.00	10.00	
District Attorney	Diversion revocations	15.00	25.00	10.00	
District Attorney	Probation violations (misdemeanor and felony)	15.00	25.00	10.00	
District Attorney	Non-traffic violations and misdemeanor crimes			-	
District Attorney	First 30 pages	20.00	25.00	5.00	
District Attorney	per page after 30 pages	0.25	0.25	-	
District Attorney	Felony crimes			-	
District Attorney	First 30 pages	20.00	25.00	5.00	
District Attorney	per page after 30 pages	0.25	0.25	-	
District Attorney	<b>Felonies involving unusually large amounts of discovery</b>	<b>remove</b>			<b>remove from fee schedule</b>
District Attorney	Homicides			-	
District Attorney	First 30 pages	200.00	200.00	-	
District Attorney	per page after 30 pages	0.25	0.25	-	
District Attorney	Physical media storage device (CD, tape, zip drive, etc.)	25.00	25.00	-	
District Attorney	Digital media/digital evidence, per item	10.00	10.00	-	Video or other non-document items
District Attorney	<b>Diskettes or compact discs</b>	<b>remove</b>			<b>Remove</b>
District Attorney	<b>Expungement Process</b>	<b>remove</b>			<b>Not allowed to charge for expungements anymore</b>
District Attorney	Legal Counsel or District Attorney review, per hour	165.00	165.00	-	Rates are based on actual costs of personnel, services and supplies, and overhead.
District Attorney	Paralegal/Legal Assistant staff time, per hour	115.00	115.00	-	Rates are based on actual costs of personnel, services and supplies, and overhead.
District Attorney	<b>Legal Assistant staff time, per hour</b>	<b>90.00</b>	<b>115.00</b>	<b>25.00</b>	<b>Rates are based on actual costs of personnel, services and supplies, and overhead. *Cut this section. I only have paralegals so no sense in distinguishing these two categories</b>
District Attorney	Complex Project Fee	Actual costs, \$1,000 deposit req'd	Actual costs, \$1,000 deposit req'd		Actual costs will be charged; \$1,000 deposit required
<b>Facilities</b>					
<i>Fees not applicable for Crook County or City of Prineville Government</i>					
<b>Finance</b>					
Finance	Monthly delinquent file listing for property taxes, per month	100.00	100.00	-	
Finance	Returned Check fees/charges (Insufficient funds -- NSF)	35.00	35.00	-	Covered in County-wide section
Finance	Research Fee, per hour - 1 hr minimum	120.00	120.00	-	Rates are based on actual costs of personnel, services and supplies, and overhead.
Finance	Special Check Run (outside regular schedule)	25.00	25.00	-	
<b>Fairgrounds</b>					
Fairgrounds	<b>Refundable Deposit Rates</b>			-	Refunded in 2-10 business days depending upon payment method
Fairgrounds	<b>Damage &amp; Cleaning (alcohol present)*</b>	<b>700.00</b>	<b>700.00</b>	-	<b>Events with less than 50 people</b>

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Fairgrounds	Damage & Cleaning (alcohol present)*	1,800.00	1,800.00	-	Events with more than 50 people
Fairgrounds	*Security is required for events where alcohol is served, and must be coordinated and paid for by the renter. Security must be present for the duration of the event. Private events are no longer				
Fairgrounds	Damage & Cleaning (no alcohol present)	600.00	600.00	-	
Fairgrounds	Kitchen Use Per Rental	132.00	132.00	-	
Fairgrounds	PA System Deposit	66.00	66.00	-	
Fairgrounds	<b>Rental Rates</b>			-	All renters are required to provide proof of Special Events Liability Insurance with a \$1M minimum aggregate, naming Crook County and the Crook County Fair Board as additional insureds.
Fairgrounds	<i>Carey Foster Hall</i>			-	
Fairgrounds	All Event Types per day (8:00am to 11:30pm)	588.00	588.00	-	
Fairgrounds	All Event Types per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	294.00	294.00	-	
Fairgrounds	All Event Types hourly rate	66.00	66.00	-	
Fairgrounds	Kitchen Use per rental period	132.00	132.00	-	
Fairgrounds	PA System Use per rental period	66.00	66.00	-	
Fairgrounds	<i>Grizzly Mountain Pavilion</i>				
Fairgrounds	All Event Types per day (8:00am to 11:30pm)	424.00	424.00	-	Building expansion, 2,000 sf added in 2024
Fairgrounds	All Event Types per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	212.00	212.00	-	
Fairgrounds	All Event Types hourly rate	66.00	66.00	-	
Fairgrounds	<i>Indoor Arena</i>			-	
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm)	588.00	588.00	-	
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	294.00	294.00	-	
Fairgrounds	Ticketed Event per session (8:00am to 11:30pm)	1,944.00	1,944.00	-	
Fairgrounds	Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	294.00	294.00	-	
Fairgrounds	All Event Types hourly rate	66.00	66.00	-	
Fairgrounds	Bereavement per event	150.00	150.00	-	
Fairgrounds	Lights per hour	8.00	8.00	-	
Fairgrounds	Pens (each pen per rental period)	11.00	11.00	-	
Fairgrounds	PA System Use per rental period	66.00	66.00	-	
Fairgrounds	Heating Fees (5 banks available) per hour per bank	16.00	16.00	-	
Fairgrounds	Tractor or Water Truck Usage each per rental period	85.00	85.00	-	
Fairgrounds	Fee to roll arena flat	120.00	120.00	-	
Fairgrounds	<i>Pavilion Tent &amp; Stage</i>				
Fairgrounds	Pavilion Tent & Stage only per day	324.00	324.00		
Fairgrounds	Pavilion Tent, Stage & Grass Area per day (RV Hookups included)	588.00	588.00		
Fairgrounds	Pavilion Tent & Stage hourly rate	66.00	66.00		
Fairgrounds	<i>Outdoor Arena</i>			-	
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm)	714.00	714.00	-	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Fairgrounds	Non-Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	357.00	357.00	-	
Fairgrounds	Ticketed Event per session (8:00am to 11:30pm)	1,944.00	1,944.00	-	
Fairgrounds	Ticketed Event per day (8:00am to 11:30pm) Set-up & Tear-Down Rate	357.00	357.00	-	
Fairgrounds	All Event Types hourly rate	66.00	66.00	-	
Fairgrounds	Bereavement per event	150.00	150.00	-	
Fairgrounds	Lights per hour	27.00	27.00	-	
Fairgrounds	PA System Use per rental period	66.00	66.00	-	
Fairgrounds	Tractor or Water Truck Usage each per rental period	85.00	85.00	-	
Fairgrounds	Event Setup & Take Down Fee per hour	132.00	132.00	-	
Fairgrounds	<i>Lookout Mountain Building</i>				
Fairgrounds	All Event Types per day (8:00am to 11:30pm)	200.00	200.00	-	
Fairgrounds	All Event Types hourly rate	66.00	66.00	-	
Fairgrounds	Bereavement per event	150.00	150.00	-	
Fairgrounds	<i>Open Riding</i>				
Fairgrounds	Per rider, per day	11.00	11.00	-	
Fairgrounds	Per rider, 30-day permit	46.00	46.00	-	
Fairgrounds	Per family, 30-day permit (immediate family members only)	90.00	90.00	-	
Fairgrounds	<i>Stalls</i>				
Fairgrounds	Horse stalls (per night, shavings not included)	\$20/night + \$25 fee per stall not mucked	\$20/night + \$25 fee per stall not mucked		\$25 fee for each stall not mucked out upon leaving
Fairgrounds	<i>Camping</i>				
Fairgrounds	Dry Camping (per night)	20.00	20.00	-	
Fairgrounds	RV Hook Ups (per night)	30.00	30.00	-	
<b>Legal Counsel</b>					
Legal Counsel	Legal Counsel review, per hour	165.00	143.00	(22.00)	Rates are consistent with the posted rates for the Oregon Department of Justice.
Legal Counsel	Paralegal staff time, per hour	115.00	79.00	(36.00)	Rates are consistent with the posted rates for the Oregon Department of Justice.
Legal Counsel	Complex Project Fee	Actual cost, \$1,000 deposit req'd	Actual cost, \$1,000 deposit req'd		Actual cost will be charged; \$1,000 deposit required
<b>GIS</b>					
GIS	<b>Professional Services</b>				
GIS	Standard labor rate, per hour – 1-hour minimum	120.00	120.00	-	Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	Quick Maps – Small Format	10.00 + print costs	10.00 + print costs		Basic layers with or w/o imagery
GIS	Quick Maps – Large Format	15.00 + print costs	15.00 + print costs		Basic layers with or w/o imagery

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
GIS	Custom Mapping, per hour – 1-hour minimum	120.00	120.00	-	Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	GIS Database Analysis, per hour – 1-hour minimum	120.00	120.00	-	Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	<b>Printing &amp; Scanning (Small format) Cost Per sheet</b>			-	
GIS	8.5 X 11 (B&W)	0.50	0.25	(0.25)	
GIS	8.5 X 11 (Color)	1.00	0.75	(0.25)	
GIS	11 X 17 (B&W)	1.00	0.50	(0.50)	
GIS	11 X 17 (Color)	2.00	1.50	(0.50)	
GIS	<b>Printing (Large format)</b>			-	
GIS	Plat Copy (B&W), Per sheet	5.00	5.00	-	
GIS	Maps/other (B&W), per sq. ft. – \$10 minimum	1.50	1.50	-	\$10 minimum
GIS	Maps/other (Color), per sq. ft. – \$10 minimum	2.00	2.00	-	\$10 minimum
GIS	<b>Scanning (Large Format)</b>			-	
GIS	Large Format (larger than 11 X 17), per sq. ft. – \$15 minimum	1.50	1.50	-	\$15 minimum
GIS	<b>Custom services</b>			-	
GIS	1- mile study and report	170.00	170.00	-	
GIS	Soil survey 1	25.00	25.00	-	
GIS	Soil survey 2	75.00	75.00	-	
GIS	<b>GIS Data</b>			-	
GIS	Custom Data Request, per hour - 1 hour minimum	120.00	120.00	-	Rates are based on actual costs of personnel, services and supplies, and overhead.
GIS	Media fee, per disk or storage device	10.00	10.00	-	
GIS	<b>GIS Mapping fee (included in planning fees)</b>			-	
GIS	Conditional use Permit, non-farm partitioning/vacant/herbaceous forest, per lot	60.00	60.00	-	
GIS	Conditional use Permit, non-farm partitioning w/existing residence, per lot	60.00	60.00	-	
GIS	Conditional use Permit, non-farm dwelling on existing parcel	60.00	60.00	-	
GIS	Conditional use Permit, farm partitioning	60.00	60.00	-	
GIS	Conditional use Permit, non-residential	60.00	60.00	-	
GIS	Site plan review, residential or commercial	60.00	60.00	-	
GIS	Subdivision, PUD, condo, per unit, per lot	60.00	60.00	-	
GIS	Final plat review, subdivision, Per lot	60.00	60.00	-	
GIS	Road Vacation	60.00	60.00	-	
<b>Health Services</b>					
Health Services	In most cases, the increases in immunizations are based on changes in the cost of supplies. The allowable Medicaid immunization reimbursement is \$21.96.				
Health Services	Certain fees shown are subject to adjustment on a sliding scale basis for qualifying individuals as determined by Federal guidelines.				
Health Services	<b>Worksite &amp; Community Wellness:</b>				
Health Services	Health Education/Training/Promotion/Consultation (Non County Businesses)	75.00	75.00	-	
Health Services	Blood Borne Pathogen Training	50.00	50.00	-	
Health Services	Mental Health First Aid	519.00	545.00	26.00	
Health Services	QPR	80.00	80.00	-	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Health Services	Living Well with Chronic Conditions	600.00	600.00	-	
Health Services	Other Training (Businesses), hourly rate	50.00	75.00	25.00	
Health Services	<b>Clinical Services</b>				
	Fees for clinical services are dependent on the costs of supplies, lab used, insurance reimbursement rates, and state established fees. Crook County adheres to the No Surprise Act, providing each self-pay or uninsured individual a Good Faith Estimate for services prior to their appointment. Crook County does not balance bill, so insured individuals will not receive a bill for services that are in addition to the patient cost sharing as required by their plan. If patient cost sharing expenses apply, they are billed on a sliding scale. Good Faith Estimates are available to insured individuals upon request.				
Health Services	<b>Immunizations - Vaccine For Children (VFC and 317 Program): Vaccine from the State – No Charge for Cost of Vaccine, only the administration fee of \$21.96</b>				
Health Services					
Health Services	DTaP (Infanrix)	21.96	21.96		
Health Services	DTaP/IPV/Hib (Pentacet)	21.96	21.96		
Health Services	DTap/Hep B/IPV (Pediatrix)	21.96	21.96		
Health Services	DTap/IPV (Kinrix)	21.96	21.96		
Health Services	DTap/Hib (TriHibit)	21.96	21.96		
Health Services	Hepatitis A Pediatric (Havrix)	21.96	21.96		
Health Services	Hepatitis B Pediatric (Engerix)	21.96	21.96		
Health Services	Hepatitis B/Hib (Comvax)	21.96	21.96		
Health Services	Hib (ActHib)	21.96	21.96		
Health Services	HPV (Gardasil)	21.96	21.96		
Health Services	IPV (IPOL)	21.96	21.96		
Health Services	Meningococcal – MCV4 (Menactra)	21.96	21.96		
Health Services	MMR (Measles, Mumps, Rubella)	21.96	21.96		
Health Services	MMRV (Measles, Mumps, Rubella, Varicella) (ProQuad)	21.96	21.96		
Health Services	PCV13 (Pneumovax)	21.96	21.96		
Health Services	Polio IPV	21.96	21.96		
Health Services	Rotavirus (RotaTeq & Rotarix)	21.96	21.96		
Health Services	Td Immunization (7 and older)	21.96	21.96		
Health Services	Tdap Immunization (10-18 years - Boostrix)	21.96	21.96		
Health Services	Varicella (Chickenpox – Varivax)	21.96	21.96		
Health Services	<b>Special Programs** Admin. Fee only</b>				
Health Services	Influenza (VFC and special population)	21.96	21.96		
Health Services	Flumist (VFC)	21.96	21.96		
Health Services	IG – only pay administration fee	21.96	21.96		
Health Services	COVID-19 Vaccine	40.00	43.43	3.43	
Health Services	<b>Special Programs – No Fee</b>				
Health Services	<b>Vaccines Non VFC Program –</b>				Administration Fee included in Price
Health Services	All vaccines except COVID-19	\$21.96 + actual cost			
Health Services	COVID-19 Vaccine	\$21.96 + actual cost	-\$43.43+ actual cost		
Health Services	<b>Vital Statistics and Medical Records:</b>				
Health Services	Birth and Death Certificates (First)	25.00	25.00	-	
Health Services	Additional Birth and Death Certificates, each	25.00	25.00	-	
Health Services	Replacement Fee (Birth and Death), each	5.00	5.00	-	
Health Services	Record page copies – client chart (after ten pages), per page	0.25	0.25	-	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Health Services	Expedited Order Fee	7.00	7.00	-	
Health Services	<b>Miscellaneous:</b>			-	
Health Services	Immunization Record Replacement	1.00	1.00	-	
Health Services	Head Lice Check	10.00	10.00	-	
Health Services	<b>STI Exam</b>	<del>150.00</del>	<del>(150.00)</del>		
Health Services	Lead Screening	300.00	300.00		
Health Services	<b>Increases in fees for the Reproductive Health program are based on the Required Cost Analysis which demonstrated the following charges.</b>				
Health Services	<b>Lab Tests:</b>				
Health Services	Venipuncture/ <b>Court Ordered</b>	<del>15.00</del>	<del>15.00</del>		Delete "Court Ordered"
Health Services	Venipuncture/VDRL, Hepatitis	<del>15.00</del>	<del>(15.00)</del>		Delete - duplicative. All venipuncture is \$15
Health Services	99211 Nurse-Lab Draw	<del>300.00</del>	<del>(15.00)</del>		Delete - duplicate 99211
Health Services	<b>In House Testing:</b>				
Health Services	Rapid Syphilis				
Health Services	Bacterial Vaginosis-Point of Care	<del>15.00</del>	<del>15.00</del>		
Health Services	HCG Pregnancy Urine (Lab Test)	<del>12.00</del>	<del>12.00</del>		
Health Services	HIV C/T Rapid Test	<del>50.00</del>	<del>50.00</del>		
Health Services	HIV Rapid Test - State Program				No charge per state contract
Health Services	Trichomonas Point of Care	<del>15.00</del>	<del>15.00</del>		
Health Services	UA w/o Micro	<del>15.00</del>	<del>15.00</del>		
Health Services	Wet Mount (Lab Test)	<del>15.00</del>	<del>15.00</del>		
Health Services	Rapid Hepatitis C Test				No charge per state contract
Health Services	Rapid COVID Testing (pre-approved by clinic staff only)	<del>150.00</del>	<del>150.00</del>		
Health Services	Pronto Rapid HgB Test	<del>15.00</del>	<del>15.00</del>		
Health Services	<b>External Lab Testing:</b>				
Health Services	Chlamydia/GC (Q/S)	<del>20.00</del>	<del>(20.00)</del>		
Health Services	HIV C/T Test (Sliding Scale) (Q/S)	<del>25.00</del>	<del>(25.00)</del>		
Health Services	Thin Prep Pap with Co-Testing (Q/GOP)	<del>100.00</del>	<del>(100.00)</del>		
Health Services	Thin Prep Pap Smear (Q/GOP)	<del>65.00</del>	<del>(65.00)</del>		
Health Services	Syphilis Serology + venipuncture fee (Q/S)	<del>25.48</del>	<del>(25.48)</del>		Amount listed does not include \$15.00 venipuncture fee
Health Services	Hepatitis C + venipuncture fee (Q/S)	<del>20.00</del>	<del>(20.00)</del>		Amount listed does not include \$15.00 venipuncture fee
Health Services	Hepatitis B + venipuncture fee (Q/S)	<del>15.00</del>	<del>(15.00)</del>		Amount listed does not include \$15.00 venipuncture fee
Health Services	Titer (Hep B surface, Hep C + venipuncture fee) (Q/S)	<del>20.00</del>	<del>(20.00)</del>		Amount listed does not include \$15.00 venipuncture fee
Health Services	Quantiferon (Risk) (Q/S)	No Charge			
Health Services	Quantiferon Quest only	<del>65.00</del>	<del>(65.00)</del>		Amount listed does not include \$15.00 venipuncture fee
Health Services	<b>(If more than one titer is being done, only charge 1 venipuncture fee)</b>				
Health Services	<b>*Lab Fees - actual flow- outside lab price - may change due to laboratory cost change.</b>				
Health Services	<b>Injections</b>				
Health Services	Therapeutic/Antibiotic Injection Administration	<del>15.00</del>	<del>15.00</del>		
Health Services	<b>Dispensed Medications</b>				

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Health Services	Azithromycin	0	0	0	State supplied
Health Services	Azithromycin - EPT, per pill	0.50	0.25	(0.25)	
Health Services	Imiquimod cream, per box	15.00	15.00		
Health Services	Borid Acid, per bottle	10.00	10.00		
Health Services	Cefixime, per pill	3.00	3.00		
Health Services	Condytox Gel 5% Packet, per pack	10.00	10.00		
Health Services	Doxycycline 100 mg, per pill	0.05	0.10	0.05	
Health Services	Rochepin (STD)				State supplied
Health Services	Rochepin 1 g	Actual cost	Actual cost		
Health Services	Metronidazole 500 mg, per pill	0.25	0.10	(0.15)	
Health Services	Metronidazole Gel, per package	5.00	5.00		
Health Services	Valtrex, per pill	1.50	0.75	(0.75)	
Health Services	Fluconazole, per pill	2.50	2.00	(0.50)	
Health Services	Penicillin injection				State supplied
Health Services	Prenatal Vitamins	5.00	5.00		
Health Services	<b>*Reproductive Health Contraceptive Supplies: Sliding Fee Scale (Changes are based on our cost and changes in the cost of supplies)</b>				
Health Services	Condoms - latex, pack of 12	5.00	5.00		
Health Services	Condoms - non-latex, per box	13.00	13.00		
Health Services	Condoms - Female, each	11.00	11.00		
Health Services	Depo-Provera IM Injection, per injection	12.00	10.00	(2.00)	
Health Services	Depo-Provera Subcutaneous Injection, per injection device	25.00	45.00	20.00	
Health Services	Gaya	65.00	65.00		
Health Services	ECP Pills (levonogestrel 1.5)	10.00	10.00		
Health Services	ECP (Ella)	30.00	30.00		
Health Services	ECP My Way	4.00		(4.00)	
Health Services	Implanon	550.00	555.00	5.00	
Health Services	IUD (Mirena)	425.00	425.00		
Health Services	IUD (Paraguard)	300.00	300.00		
Health Services	IUD (Kyleena)	685.00	685.00		
Health Services	Oral Contraceptives, based on cost	10.00	10.00		Actual cost
Health Services	Slynd Oral Contraceptive, per pack	Actual cost	Actual cost		Actual cost, no generic available
Health Services	Spermicides	15.00	15.00		
Health Services	Sponge	15.00	15.00		
Health Services	Nuva Ring	10.00	1.00	(9.00)	
Health Services	Xutane or Twirla, per patch	50.00	30.00	(20.00)	
Health Services	Annovera	1,300.00	1,300.00		
Health Services	Phexxi	20.00	20.00		
Health Services	<b>Reproductive Health New Patient Office Visit</b>				
Health Services	Code	Billing Price	Billing Price		
Health Services	Self Pay Client Visit Only	150.00	150.00		Does not include labs or supplies
Health Services	99201 Problem Focused, per visit, 10 minutes face-to-face	150.00	150.00		

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Health Services	99202 Expanded Problem Focused, 20 minutes face-to-face	185.00	185.00		
Health Services	99203 Detailed low, 30 minutes face-to-face	230.00	230.00		
Health Services	99204 Comprehensive Moderate, 45 minutes face-to-face	345.00	345.00		
Health Services	99205 Comprehensive High, 60 minutes face-to-face	406.00	406.00		
Health Services	<b>New Patients Preventive Visits</b>				
Health Services	Code	Billing Price	Billing Price		
Health Services	99384	221.00	221.00		
Health Services	99385	221.00	221.00		
Health Services	99386	221.00	221.00		
Health Services	<b>Reproductive Health and/or STI Established Patient Visit</b>				
Health Services	Code	Billing Price	Billing Price		
Health Services	Self Pay Client Visit Only	150.00	150.00		
Health Services	99211 RN Visit	150.00	150.00		
Health Services	99212 Problem Focused, 10 minutes face-to-face	150.00	150.00		
Health Services	99213 Expanded Problem Focused, 15 minutes face-to-face	150.00	150.00		
Health Services	99214 Detailed low, 25 minutes face-to-face	175.00	175.00		
Health Services	99215 Comprehensive Moderate, 40 minutes face-to-face	250.00	250.00		
Health Services	<b>Established Preventive Visits</b>				
Health Services	Code	Billing Price	Billing Price		
Health Services	99394	175.00	175.00		
Health Services	99395	75.00	75.00		
Health Services	99396	75.00	75.00		
Health Services	<b>Reproductive Health Program</b>				
Health Services	Contraceptive/Counseling Visit				
Health Services	Low Complexity	79.00	79.00		
Health Services	Moderate Complexity	203.00	203.00		
Health Services	High Complexity	319.00	319.00		
Health Services	DMAP Clients Only				
Health Services	All inclusive visit	135.00	185.00	50.00	
Health Services	Transtator Services:				
Health Services	Supply Only Visit	28.00	28.00		
Health Services	Low Complexity	67.00	67.00		
Health Services	Moderate Complexity	67.00	67.00		
Health Services	High Complexity	84.00	84.00		
Health Services	<b>Procedures</b>				
Health Services	Diaphragm Fit	135.00	135.00		
Health Services	IUD Insertion	150.00	150.00		
Health Services	IUD Removal	175.00	175.00		
Health Services	Wart Treatment (1-14 – cryotherapy)	188.00	188.00		Pay up front
Health Services	Wart Treatment (15 or more – cryotherapy)	225.00	225.00		Pay up front
Health Services	Implanon Insertion	100.00	100.00		
Health Services	Implanon Removal	100.00	100.00		
Health Services	Suture removal	10.00	10.00		
Health Services	<b>Maternal Child Health Programs*</b>				*Fees set by State OHA Program and may adjust as OHA adjusts fees.- These fees are billed through Medicaid.

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Health Services	Babies First Targeted Case Management	460.36	460.36	-	
Health Services	Expanded Babies First Targeted Case Management	460.36	460.36	-	
Health Services	CaCoon Targeted Case Management	460.36	460.36	-	
Health Services	Family Connects Single Newborn Case Rate	1,276.93	1,276.93	-	
Health Services	Family Connects Single Visit	293.69	293.69	-	
Health Services	Family Connect Multiple Infant Same Visit	204.31	204.31	-	
Health Services	Perinatal/Lactation Visit 15 min	31.14	31.14	-	
Health Services	Perinatal/Lactation Visit 30 min	50.57	50.57	-	
Health Services	Perinatal/Lactation Visit 45 min	69.49	69.49	-	
Health Services	Perinatal/Lactation Visit 60 min	88.64	88.64	-	
Health Services	<b>Tuberculosis Services – Medications (No Charge – State Supplied)</b>				
Health Services	PPD – TB Test	30.00	30.00	-	
Health Services	Vitamin B6				No Charge
Health Services	Ethambutol				No Charge
Health Services	Isoniazid				No Charge
Health Services	Pyrazinamide				No Charge
Health Services	Rifampin				No Charge
Health Services	TB Test-IGRA (blood test)	15.00	15.00	-	No Charge plus venipuncture fee
Health Services	<b>Food Service Inspection</b>			-	
Health Services	Food service inspection fees are those authorized by the Oregon DHS. In addition, the following fees and surcharges are authorized:			-	
Health Services	Full service restaurant/caterer fees based on seating criteria			-	
Health Services	0-15 seats	520.00	525.00	5.00	
Health Services	16-50 seats	585.00	590.00	5.00	
Health Services	51-150 seats	655.00	660.00	5.00	
Health Services	150+ seats	690.00	710.00	20.00	
Health Services	Bed and breakfast	210.00	210.00	-	
Health Services	Limited service restaurant	300.00	310.00	10.00	
Health Services	Commissary	400.00	405.00	5.00	
Health Services	Warehouse	210.00	215.00	5.00	
Health Services	Mobile unit, licensed in-County			-	
Health Services	Class I	290.00	295.00	5.00	
Health Services	Class II	300.00	305.00	5.00	
Health Services	Class III	325.00	330.00	5.00	
Health Services	Class IV	340.00	345.00	5.00	
Health Services	Mobile unit, licensed out of County, inspected in Crook County, per event	25.00	25.00	-	
Health Services	Temporary restaurant license, one day event	75.00	80.00	5.00	
Health Services	Temporary restaurant license, two or more days	75.00	80.00	5.00	
Health Services	Temporary restaurant discount (when applied for 10 days in advance)				Remove from fee schedule

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Health Services	Intermittent temporary restaurant license no more than 30 days same food/location, more than one oversight organization	100.00	100.00	-	
Health Services	Seasonal temporary restaurant license no more than 90 days same location/food and under one oversight organization	100.00	100.00	-	
Health Services	<del>Intermittent/Seasonal Operational Review- prior to either permit being issued (needs to be obtained at least 14 days prior to license application)</del>	<del>100.00</del>	<del>100.00</del>		
Health Services	Temporary benevolent-license (good for up to 13 one to three day events)	-	-	-	Must show valid IRS tax-exempt I.D. number to qualify
Health Services	(Intermittent and Seasonal for benevolent will require an Operational Review)	45.00	45.00	-	
Health Services	** Intermittent or seasonal temporaries requiring an additional inspection due to a complaint or infraction will be charged at the daily rate	40.00	40.00	-	
Health Services	<del>to a complaint or infraction will be charged at the daily rate</del>				
Health Services	Penalty fee for late renewal of restaurant license, per month	100.00	100.00	-	"Late" means after the 31st or last day of the month during which license was required
Health Services	Vending machines inspection per company			-	
Health Services	1-10 machines	70.00	75.00	5.00	
Health Services	11-20 machines	70.00	75.00	5.00	
Health Services	21-30 machines	95.00	100.00	5.00	
Health Services	31-40 machines	100.00	105.00	5.00	
Health Services	<del>41-50 machines</del>	<del>125.00</del>	<del>125.00</del>		
Health Services	Tourist Facility inspection fees			-	
Health Services	Bed and breakfast (non-kitchen inspection)	100.00	100.00	-	
Health Services	Travelers accommodations	120.00	120.00	-	
Health Services	Recreation park, plus per space charge as follows:	120.00	120.00	-	
Health Services	1 to 50 RV spaces, per space	2.50	2.50	-	
Health Services	51 to 100 RV spaces, per space	1.50	1.50	-	
Health Services	101+ RV spaces, per space	1.00	1.00	-	
Health Services	Organizational camps	170.00	170.00	-	
Health Services	Destination resort overnight lodging unit cluster license	400.00	400.00	-	includes hot tub maintenance permit
Health Services	<del>Destination resort hot tub maintenance permit</del>	<del>175.00</del>	<del>175.00</del>		
Health Services	Note: Any person licensed under ORS 446.310 to 446.350 to engage in the recreation park or traveler's accommodations business who fails to renew a license on or before the expiration date is				
Health Services	<u>Food Service Plan Review Fees/Initial/New Construction</u>			-	
Health Services	Full service restaurant	350.00	355.00	5.00	
Health Services	Bed and breakfast and restaurant (if required)	350.00	355.00	5.00	
Health Services	Commissary	250.00	255.00	5.00	
Health Services	Warehouse	100.00	105.00	5.00	
Health Services	Tourist Facility Plan Review (RV, Hotel)	350.00	355.00	5.00	
Health Services	Limited service	200.00	205.00	5.00	
Health Services	<u>Mobile units:</u>			-	
Health Services	Class I	200.00	205.00	5.00	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Health Services	Class II	225.00	230.00	5.00	
Health Services	Class III	275.00	280.00	5.00	
Health Services	Class IV	300.00	305.00	5.00	
Health Services	Mobile Unit w/previous plan review	50.00	-	(50.00)	
Health Services	Organizational Camp - w/o food kitchen building	200.00	205.00	5.00	
Health Services	Organizational Camp w/ food kitchen facility	275.00	280.00	5.00	
Health Services	<u>Remodeling</u>			-	
Health Services	Full service restaurant	250.00	255.00	5.00	
Health Services	All Others (turn-key/no construction)	200.00	205.00	5.00	
Health Services	<u>Other:</u>			-	
Health Services	Daycare inspection	100.00	105.00	5.00	
Health Services	School inspection	125.00	130.00	5.00	
Health Services	Public swimming pool and spa inspection fee, first pool/spa	400.00	400.00	-	
Health Services	Additional (year round) pools and spas each	300.00	300.00	-	
Health Services	Seasonal pool	300.00	300.00	-	
Health Services	Additional seasonal pool/spa	300.00	300.00	-	
Health Services	Loan inspections water	145.00	145.00	-	
Health Services	Food handler certificate	10.00	10.00	-	
Health Services	Food handler replacement certificate	5.00	5.00	-	
Health Services	Administrative fee non-specific to above listed fees, per 15 minutes -- 15 minute minimum	5.00	5.00	-	
Health Services	Environmental health specialist consultation fee, in-house, per hour - 1 hour minimum	95.00	100.00	5.00	
Health Services	Environmental health specialist consultation fee, fieldper hour -- 1 hour minimum	145.00	150.00	5.00	
Health Services	Refund processing fee	25.00	25.00	-	
Health Services	Plan Review Packet	5.00	5.00	-	
Health Services	Note: A supplementary inspection charge equal to 50% of the annual license fee shall be assessed for each complete inspection required because of failure to meet applicable standards when such				
Health Services	New licensees will not be assessed any surcharges accrued by the previous license holder. Any facility opened in Oct/Nov/Dec will be charged 50% of the required fees.				
<b>Info Technology</b>					
Info Technology	IT – Professional Services			-	Fees not charged to other units of County government
Info Technology	Server and Desktop Labor, per hour (billed in ¼ hour increments)	85.00	85.00	-	Rates are based on actual costs of personnel, services and supplies, and overhead.
Info Technology	Network and Wireless Labor, per hour (billed in ¼ hour increments)	125.00	125.00	-	Rates are based on actual costs of personnel, services and supplies, and overhead.
Info Technology	Consulting and Training Labor, per hour (billed in ¼ hour increments)	150.00	150.00	-	Rates are based on actual costs of personnel, services and supplies, and overhead.
<b>Landfill</b>					
Landfill	All weight-based charges are subject to a minimum charge based on 20 lbs.				
Landfill	“In-county” refers to debris which is being hauled by a resident of Crook County bearing a driver’s license showing a Crook County address or a Crook County landfill-issued resident I.D. card.				

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Landfill	<b>General services</b>			-	
Landfill	Loading Fee		25.00 per hour, per person		
Landfill	Minimum disposal rate, any transaction, in-county residents with resident's I.D. card	12.00	12.00	-	
Landfill	Minimum disposal rate, any transaction, out-of-county residents	14.00	14.00	-	
Landfill	Disposal rate, in-county residents with resident's I.D. card, per ton	62.00	69.00	7.00	
Landfill	Disposal rate, out-of-county residents and residents without I.D. card, per ton	72.00	79.00	7.00	
Landfill	Mixed load disposal rate, in-county residents and commercial, per ton -- \$25 minimum	77.00	25.00 minimum, 84.00 / ton		Order 2002-45 is of no further effect
Landfill	Mixed load disposal rate, out-of-county residents and commercial, per ton -- \$35 minimum	87.00	35.00 minimum, 94.00 / ton		Order 2002-45 is of no further effect
Landfill	All other commercial haulers, per ton in-county	62.00	69.00	7.00	
Landfill	All other commercial haulers, per ton out-of-county	72.00	79.00	7.00	
Landfill	Fee for unsecured/untarped loads	10.00	10.00	-	
Landfill	Septage waste disposal, per gallon	0.135	0.165	-	Last changed on 2/1/2025 - no change since
Landfill	Contaminated soil originating in-county, per ton + surcharge	\$37.00 per ton + \$50 surcharge	\$39.00/ton + \$50 surcharge	\$2.00/ton	\$50 surcharge, plus additional charge per ton. Minimum weight fee applies. Approved Special Waste Disposal Application needed.
Landfill	Contaminated soil originating out-of-county, per ton + surcharge	\$47.00 per ton + \$50 surcharge	\$49.00/ton + \$50 surcharge	\$2.00/ton	\$50 surcharge, plus additional charge per ton. Minimum weight fee applies. Approved Special Waste Disposal Application needed.
Landfill	Contaminated material originating in county, per ton + surcharge		\$69.00/ton + \$50.00 surcharge	\$69.00/ton + \$50 Surcharge	\$50 surcharge, plus additional charge per ton. Minimum weight fee applies. Approved Special Waste Disposal Application needed.
Landfill	Contaminated material originating out-of-county, per ton + surcharge		\$79.00/ton + \$50 surcharge	\$79.00/ton + \$50 surcharge	\$50 surcharge, plus additional charge per ton. Minimum weight fee applies. Approved Special Waste Disposal Application needed.
Landfill	Carrot Seed - Landfill Cover		70.00	70.00	Central Oregon Seed Co. - clean loads only used for landfill cover
Landfill	Weight Ticket Only	5.00	5.00	-	
Landfill	<b>Inert material/Construction debris</b>			-	
Landfill	Concrete/cement, per ton	12.00	12.00	-	
Landfill	Dirt (clean) or Sod, per ton	12.00	12.00	-	
Landfill	Rocks or bricks, per ton	12.00	12.00	-	
Landfill	Asphalt, Rock per ton	12.00	12.00	-	
Landfill	<b>Waste Recovery Fees</b>			-	
Landfill	Composted materials purchase per yard if purchased on-site	14.00		(14.00)	
Landfill	Wood chips per yard if purchased on site	5.00	5.00	-	
Landfill	Juniper chips per yard if purchased on site	7.00	7.00	-	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Landfill	Gypsum per ton if purchased on site	40.00		(40.00)	
Landfill	Burning barrel purchase, per barrel	10.00	15.00	5.00	
Landfill	Used mobile home axle purchase, per axle	100.00		(100.00)	REMOVE
Landfill	Sweeper brush roller purchase, per sweeper	25.00	25.00	-	
Landfill	Landscaping Boulders, per ton if purchased on site	250.00	250.00	-	
Landfill	<b>Appliance Disposal Fee</b>			-	
Landfill	Stoves, washers, dryers, dishwashers	9.00	9.00	-	
Landfill	Water heater	5.00	5.00	-	
Landfill	Refrigerators / air conditioners / freezers / water coolers	15.00	15.00	-	
Landfill	Refrigerators / freezers - Commerical		25.00	25.00	Grocery/Deli/Convenient Store Fridge and Freezers, Ice Cream Freezers, etc.
Landfill	Microwaves	3.00	3.00	-	
Landfill	Propane tanks	5.00	5.00	-	
Landfill	<b>Tires</b>			-	
Landfill	Tire fee, pick-up, up to 20 lbs. without rim - Limit of 12 tires total	5.00	5.00	-	
Landfill	Tire fee, pick-up, to 40 lbs. with rim - Limit of 12 tires total	8.00	8.00	-	
Landfill	Tire fee, semi-truck, up to 100 lbs. without rim - Limit of 12 tires total	9.00	10.00	1.00	
Landfill	Tire fee, semi-truck, up to 160 lbs. with rim - Limit of 12 tires total	14.00	15.00	1.00	
Landfill	No Giant Tires or Tractor Tires Accepted	325.00	-	(325.00)	Giant and tractor tires not accepted
Landfill	<b>Mobile Home Disposal Fees</b>			-	<b>No mobile homes or travel trailers accepted.</b>
Landfill	<b>No mobile homes or travel trailers accepted.</b>	<b>Not accepted</b>			
Landfill	In-County	<b>Not accepted</b>			<b>No mobile homes, travel trailers, or campers accepted.</b>
Landfill	Out-of-County	<b>Not accepted</b>			<b>No mobile homes, travel trailers, or campers accepted.</b>
Landfill	Travel Trailers			-	<b>No mobile homes, travel trailers, or campers accepted.</b>
Landfill	In-County	<b>Not accepted</b>			<b>No mobile homes, travel trailers, or campers accepted.</b>
Landfill	Out-of-County	<b>Not accepted</b>			<b>No mobile homes, travel trailers, or campers accepted.</b>
Landfill	Campers			-	
Landfill	In-county	62.00/ton + 25.00 surcharge	69.00/ton + 25.00 surcharge		\$25 surcharge, plus additional charge per ton
Landfill	Out-of-county	72.00/ton + 25.00 surcharge	79.00/ton + 25.00 surcharge		\$25 surcharge, plus additional charge per ton
Landfill	<b>Dead Animals</b>			-	
Landfill	Off-Load fee for dead animals	10.00	10.00	-	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Landfill	<del>Commercial Hauler, per ton -- \$20.00 minimum</del>	<del>60.00</del>		(60.00)	REMOVE
Landfill	In-county, per ton	62.00	69.00	7.00	
Landfill	Out-of-county, per ton	72.00	79.00	7.00	
Landfill	<b>Butcher Waste</b>			-	
Landfill	In-county, per ton	62.00	69.00	7.00	
Landfill	Out-of-county, per ton	72.00	79.00	7.00	
Landfill	<b>Hazardous Waste</b>			-	Hazardous Waste not accepted
Landfill	<b>Paint</b>			-	Latex and Oil based paint only; all other paints are not accepted. NOTE: Liquid latex or oil based paint is free for recycle.
Landfill	In-county, per ton	62.00	69.00	7.00	Solidified or frozen latex or oil based paint only; must be in original container.
Landfill	Out-of-county, per ton	72.00	79.00	7.00	
Landfill	<b>Fluorescent Light Tubes, per foot rounded up to nearest dollar</b>	0.30	0.35	0.05	
Landfill	<b>Compact Fluorescent Bulbs, each, rounded up to nearest dollar</b>	1.00	1.25	0.25	
	<b>Shatterproof Fluorescent Tubes, per foot rounded up to nearest dollar</b>		0.55	0.55	
	<b>U-Tube and Circular Fluorescent Bulbs</b>		2.00	2.00	
Landfill	<b>UV Lamps, per foot</b>	1.00	2.00	1.00	
Landfill	<b>HID Lamps, each</b>	2.00	3.00	1.00	
	<b>Non-PCB Ballasts, each</b>		2.00	2.00	
Landfill	<b>Electronics</b>			-	
Landfill	<b>Undamaged</b>			-	
Landfill	Computers (Monitors and Towers)	No Charge	No Charge		
Landfill	Keyboard and Mouse	No Charge	No Charge		
Landfill	Printers	No Charge	No Charge		
Landfill	Televisions	No Charge	No Charge		
Landfill	Console televisions	No Charge	No Charge		
Landfill	VCRs/DVDs	No Charge	No Charge		
Landfill	Copy machines--large	25.00	25.00	-	
Landfill	Copy machines--small	No Charge	No Charge		
Landfill	Fax machines	No Charge	No Charge		
Landfill	<b>Damaged</b>			-	
Landfill	Computers (Monitors and Towers)	No Charge	No Charge		
Landfill	Keyboard and Mouse	1.00	No Charge		
Landfill	Printers	3.00	3.00	-	
Landfill	Televisions	No Charge	5.00		
Landfill	Console televisions	No Charge	5.00		
Landfill	VCRs/DVDs	3.00	3.00	-	
Landfill	Copy machines--large	25.00	25.00	-	
Landfill	Copy machines--small	3.00	3.00	-	
Landfill	Fax machines	3.00	3.00	-	
Landfill	<b>Asbestos</b>			-	*ASN4 form must be attached with at least one copy for the Landfill to keep
Landfill	0 to 2,000 lbs, plus \$150 per additional ton	150.00	150.00	-	Minimum charge is \$150, \$150 per ton after minimum charge

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Landfill	Each additional lb. over 2,000 lbs.	0.05	0.05	-	\$100 for the first 2,000 lbs. plus \$0.05 for each additional lb. or fraction thereof
Landfill	<b>Recyclable items</b>			-	
Landfill	Latex, liquid paint (original container)	No Charge	No Charge		
Landfill	Oil based liquid paint/stain (original container)	No Charge	No Charge		
Landfill	<b>RMA Commingled Recycling</b>		<b>No Charge</b>		<b>Commingled recyclables accepted under RMA regulations</b>
Landfill	Newspaper	No Charge	No Charge		
Landfill	Corrugated cardboard	No Charge	No Charge		
Landfill	Glass	No Charge	No Charge		
Landfill	Magazines	No Charge	No Charge		
Landfill	Tin cans	No Charge	No Charge		
	<b>Household Batteries</b>		<b>No Charge</b>		
Landfill	Car/truck batteries	No Charge	No Charge		<b>Lead Acid Batteries Only</b>
Landfill	Used automobile oil, 5 gallon limit, no barrels, no commercial customers	No Charge	No Charge		
Landfill	Antifreeze – Residential Customers	No Charge	No Charge		
Landfill	<b>Antifreeze – Commercial Customers (per gallon)</b>	0.50	<b>1.00</b>	<b>0.50</b>	
Landfill	<b>Other Landfill fees</b>			-	
Landfill	Yard debris, per ton			-	
Landfill	In-county, per ton (minimum applies)	62.00	<b>69.00</b>	<b>7.00</b>	
Landfill	Out-of-county, per ton (minimum applies)	72.00	<b>79.00</b>	<b>7.00</b>	
Landfill	<b>Wood Pallet Loads - Commercial Only, Clean</b>	35.00	<b>37.00</b>	<b>2.00</b>	<b>no other wood, no metal except nails, no pressure treated, no plastic wrapping material, and no railroad ties</b>
Landfill	Scrap metal (no wire)-Metal Load only (minimum applies)	25.00	25.00	-	
Landfill	Charge Account Landfill Card - Additional or Replacement Cards	10.00	10.00	-	Up to four cards will be provided for free to new accounts. Additional cards needed or replacement for lost cards
Landfill	Off-Load Fee	10.00	10.00	-	Boats, Trusses, etc. with signed waiver form
Landfill	Sign Space Rental - per year	150.00	150.00	-	
<b>Library</b>					
Library	Nonresident card fee			-	
Library	1 month	10.00	10.00	-	
Library	3 months	25.00	25.00	-	
Library	12 months	85.00	85.00	-	
Library	Interlibrary loan no-pickup fee	5.00	5.00	-	
Library	Collection fee, per account sent	10.00	10.00	-	
Library	Use of Library Meeting Rooms			-	Broughton Room and Juniper Room
Library	Non-Profit Organization, per hour	No Charge	No Charge		Any damages will be billed to user
Library	Commercial (For-Profit) Organization, per hour	20.00	20.00	-	Any damages will be billed to user
<b>Museum</b>					
Museum	Use of Museum Community Room			-	
Museum	Non-Profit Organization, per hour	No Charge	No Charge		Any damages will be billed to user
Museum	Commercial (For-Profit) Organization, per hour	No Charge	No Charge		Any damages will be billed to user

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
<b>OSU Extension</b>					
OSU Extension	<b>4-H Clover Club Building Rental Rates</b>			-	
OSU Extension	Griffin Classroom			-	
OSU Extension	Non-Profit Organization, per hour	30.00	30.00	-	
OSU Extension	Non-Profit Organization, entire day	150.00	150.00	-	
OSU Extension	Commercial (For-Profit) Organization, per hour	45.00	45.00	-	
OSU Extension	Commercial (For-Profit) Organization, entire day	200.00	200.00	-	
OSU Extension	Assembly Room			-	
OSU Extension	Non-Profit Organization, per hour	40.00	40.00	-	
OSU Extension	Non-Profit Organization, entire day	200.00	200.00	-	
OSU Extension	Commercial (For-Profit) Organization, per hour	55.00	55.00	-	
OSU Extension	Commercial (For-Profit) Organization, entire day	250.00	250.00	-	
OSU Extension	Entire Building			-	
OSU Extension	Non-Profit Organization, per hour	50.00	50.00	-	
OSU Extension	Non-Profit Organization, entire day	250.00	250.00	-	
OSU Extension	Commercial (For-Profit) Organization, per hour	75.00	75.00	-	
OSU Extension	Commercial (For-Profit) Organization, entire day	350.00	350.00	-	
OSU Extension	Cleaning/Damage Deposit	300.00	300.00	-	
OSU Extension	Key Deposit	10.00	10.00	-	
OSU Extension	Copies/Prints			-	
OSU Extension	B/W 8½x11 Copy Paper	0.10	0.10	-	
OSU Extension	Color 8½x11 Copy Paper	0.50	0.50	-	
OSU Extension	Double-sided copies	Price is Doubled	Price is Doubled		
OSU Extension	Faxes			-	
OSU Extension	Local - Up to 10 pages	1.50	1.50	-	
OSU Extension	Long Distance - Up to 10 pages	2.50	2.50	-	
OSU Extension	Additional pages over 10, cost Per page	0.50	0.50	-	
<b>Sheriff's Office</b>					
Sheriff's Office	Administrative Research Fee, per hour	65.00	65.00	-	Includes video/audio redactions
Sheriff's Office	Electronic media (Includes copies of photos printed for criminal reports) per disk	Replaced by Media Fee	Replaced by Media Fee		
Sheriff's Office	Criminal reports, printed, up to 10 pages	10.00	10.00	-	
Sheriff's Office	over 10 pages, per page	0.25	0.25	-	
Sheriff's Office	Mailing materials	Cost of materials plus actual postage cost	Cost of materials plus actual postage cost		Covered in County-wide section
Sheriff's Office	Records check (paper) up to 10 pages	<del>Removed</del>	<del>Removed</del>		
Sheriff's Office	each additional ten pages or portion thereof	<del>Removed</del>	<del>Removed</del>		
Sheriff's Office	Criminal reports (audio)	Replaced by Media Fee	Replaced by Media Fee		
Sheriff's Office	Criminal reports (video)	Replaced by Media Fee	Replaced by Media Fee		

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Sheriff's Office	Photograph fees				Cost is dependent upon format/size of photograph. Contact CCSO for pricing details
Sheriff's Office	Garnishments		25.00	25.00	
Sheriff's Office	Electronic Fingerprinting, per card	15.00	15.00	-	
Sheriff's Office	Impounded auto processing fee	100.00	100.00	-	
Sheriff's Office	Electronic monitoring installation and set-up	50.00	50.00	-	Fee may be waived depending on ability to pay at the discretion of the supervisory authority
Sheriff's Office	Electronic monitoring services, per day	15.00	15.00	-	Fee may be waived depending on ability to pay at the discretion of the supervisory authority
Sheriff's Office	Criminal Actions		45.00	45.00	per ORS 21.300
Sheriff's Office	Service of documents in excess of 75 miles round trip - additional fee		45.00	45.00	per ORS 21.300
Sheriff's Office	Civil Actions and Proceedings		45.00	45.00	per ORS 21.300
Sheriff's Office	Service of documents in excess of 75 miles round trip - additional fee		45.00	45.00	per ORS 21.300
Sheriff's Office	Three or more persons at same address (per person)		25.00	25.00	per ORS 21.300
Sheriff's Office	Two persons at two different addresses (each address)		45.00	45.00	per ORS 21.300
Sheriff's Office	FED Summons & Complaint		45.00	45.00	per ORS 21.300
Sheriff's Office	Three or more persons (Inc. et al) (each person)		25.00	25.00	per ORS 21.300
Sheriff's Office	FED Notice of Restitution		45.00	45.00	per ORS 21.300
Sheriff's Office	Three or more persons (Inc. et al) (each person)		25.00	25.00	per ORS 21.300
Sheriff's Office	FED Writ of Execution (base fee)		125.00	125.00	(Write of Execution Service \$80.00 + Service of Trespass Notice \$45 = \$125)
Sheriff's Office	Three or more persons (Inc. et al) (each person)		25.00	25.00	(Write of Execution Service \$80.00 + Service of Trespass Notice \$25 per person = \$155 for 3)
Sheriff's Office	Writ of Execution/Order of Assistance		80.00	80	
Sheriff's Office	Sheriff staff time beyond 1st hour of standby, per deputy per hour	55.00	55.00	-	
Sheriff's Office	Real Property Foreclosure Sale	\$600 deposit + add'l actual costs	\$600 deposit + add'l actual costs		Includes \$89.00 statutory sheriff's fee, one hour sale preparation time at \$32.00, pre-sale posting at \$50.00, one hour allotted for conduct of sale at \$45.00, and \$50.00 after sale posting charge PLUS additional costs incurred for advertising, staff time for preparation, conduct of sale, certified mailing and postage and certification of sale.
Sheriff's Office	Certificate of Redemption: (not included in Foreclosure Fees)		50.00	50.00	as allowed per ORS 21.300(1)(c)
Sheriff's Office	Sheriff Deed: (not included in Foreclosure Fees)		50.00	50.00	as allowed per ORS 21.300(1)(c)
Sheriff's Office	Personal Property Foreclosure Sale	\$475 deposit + add'l actual costs	\$475 deposit + add'l actual costs		Includes \$89.00 statutory sheriff's fee, one hour sale preparation time at \$32.00, pre-sale posting at \$50.00, one hour allotted for conduct of sale at \$32.00, fees for publication as instructed (ORS 18.920(4)(5) PLUS additional costs incurred for preparation, conduct of sale, certified mailings and postage, folio fees, keeper fees, and other expenses incurred to conduct the sale.
Sheriff's Office	For Civil Fees, please refer to the Crook County Sheriff's Office website: <a href="https://co.crook.or.us/sheriff/page/civil">https://co.crook.or.us/sheriff/page/civil</a>			-	<a href="https://co.crook.or.us/sheriff/page/civil">https://co.crook.or.us/sheriff/page/civil</a>

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
<b>Dog Licenses</b>					
Dog Licenses	<b>Dog License Fees</b>			-	<b>Rabies vaccination must run concurrent with the license</b>
Dog Licenses	<b>Yearly</b>			-	
Dog Licenses	Unaltered, per year	25.00	25.00	-	
Dog Licenses	Altered, per year	10.00	10.00	-	
Dog Licenses	Unaltered, owner senior citizen (62+ years old), per year	12.50	12.50	-	
Dog Licenses	Altered, owner senior citizen (62+ years old), per year	5.00	5.00	-	
Dog Licenses	Livestock dog License, per year	5.00	5.00	-	(see CCC 6.04.085)
Dog Licenses	<b>3-Year</b>			-	
Dog Licenses	Unaltered	75.00	75.00	-	
Dog Licenses	Altered	20.00	20.00	-	
Dog Licenses	Unaltered, owner senior citizen (62+ years old)	37.50	37.50	-	
Dog Licenses	Altered, owner senior citizen (62+ years old)	10.00	10.00	-	
Dog Licenses	Livestock dog License	10.00	10.00	-	(see CCC 6.04.085)
Dog Licenses	Replacement tag	2.00	2.00	-	
Dog Licenses	<b>Kennel License Fee</b>			-	
Dog Licenses	<b>Yearly</b>			-	
Dog Licenses	Up to 10 dogs, per dog, per year	50.00	50.00	-	
Dog Licenses	Each additional adult dog over 10, per dog, per year	3.00	3.00	-	\$50.00 for the first 10 dogs plus \$3.00 for each add'l adult dog
Dog Licenses	Owner senior citizen (62+ years old), up to 10 dogs, per year	25.00	25.00	-	
Dog Licenses	Owner senior citizen (62+ years old), each additional adult dog per dog, per year	1.50	1.50	-	\$25.00 for the first 10 dogs plus \$1.50 for each add'l adult dog
Dog Licenses	<b>3-Year</b>			-	
Dog Licenses	Up to 10 dogs, for 3 years	100.00	100.00	-	
Dog Licenses	Each additional adult dog over 10, for 3 years	6.00	6.00	-	\$100.00 for the first 10 dogs plus \$6.00 for each add'l adult dog
Dog Licenses	Owner senior citizen (62+ years old), up to 10 dogs, per year	50.00	50.00	-	
Dog Licenses	Owner senior citizen (62+ years old), each additional adult dog per dog, per year	3.00	3.00	-	\$50.00 for the first 10 dogs plus \$3.00 for each add'l adult dog
Dog Licenses	<b>Ranch License Fee</b>			-	
Dog Licenses	<b>Yearly</b>			-	
Dog Licenses	1 to 3 ranch dogs, per dog per year	5.00	5.00	-	
Dog Licenses	4+ ranch dogs, per year	15.00	15.00	-	
Dog Licenses	<b>3-Year</b>			-	
Dog Licenses	1 to 3 ranch dogs, per dog for 3 years	10.00	10.00	-	
Dog Licenses	4+ ranch dogs, for 3 years	30.00	30.00	-	
<b>Road</b>					
Road	<b>County-Accepted and Maintained Roads</b>			-	
Road	Traffic review related to County-accepted and maintained roads is typically performed by the Oregon Dept. of Transportation. If ODOT-review is not available, the below fees will be applied. If plan				
Road	Construction Plan Review, base charge + charge per linear foot of County road	350.00	371.00	21.00	Base charge of \$371 plus \$2.50 per linear foot of County Road
Road	Additional Reviews, base charge + charge per linear foot of County road	175.00	185.00	10.00	Base charge of \$185 plus \$2.50 per linear foot of County Road
Road	Inspection Fees, per visit	175.00	185.00	10.00	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
Road	Cattle Guard Permit Fee	350.00	371.00	21.00	
Road	Consultant fee	Actual Cost	Actual Cost		Consulting fees are charged when in the judgment of the Road Master or County Counsel, expertise or resources are required outside the scope of the County's ability to evaluate an application accurately or timely and additional assistance is needed.) In some cases, consultation is required by County ordinance, State law, or Federal law.
<b>Surveyor</b>					
Surveyor	<i>Fees do not include Clerk's recording and certification fees</i>			-	
Surveyor	Partition plat review and filing			-	
Surveyor	First 2 sheets	550.00	550.00	-	
Surveyor	Each additional sheet over 2	50.00	50.00	-	\$550.00 includes the first 2 sheets plus \$50.00 for each additional sheet
Surveyor	Record of survey review and filing			-	
Surveyor	First sheet	225.00	225.00	-	
Surveyor	Each additional additional sheet, boundary review	50.00	50.00	-	\$225.00 includes the first sheet plus \$50.00 for each additional
Surveyor	Monumented subdivision plat review and filing	\$900 base fee + \$85 per lot	\$900 base fee + \$85 per lot		Base fee of \$900 + \$85 per lot
Surveyor	Post monumented subdivision plat and filing	\$1,100 base fee + \$85 per lot	\$1,100 base fee + \$85 per lot		Base fee of \$1,100 + \$85 per lot
Surveyor	Post monumented subdivision	\$4500 + \$50 per post monument	\$4500 + \$50 per post monument		\$4,500 cash deposit + \$50 per post monument
Surveyor	Condominium plat review and filing	\$900 base fee + \$85 per unit	\$900 base fee + \$85 per unit		Base fee of \$900 + \$85 per unit
Surveyor	Affidavit of correction	110.00	110.00	-	
Surveyor	Oregon Corner Restoration Record	25.00	25.00	-	
Surveyor	Affidavit of plat monument re-establishment and post monumentation affidavit	126.00	126.00	-	
Surveyor	Vacation review and filing	110.00	110.00	-	
Surveyor	Blue-line copies, per sheet	4.00	4.00	-	
Surveyor	Photocopies, per sheet	0.50	0.50	-	
Surveyor	Property line adjustment review and filing	300.00	300.00	-	
Surveyor	First sheet	300.00	300.00	-	\$300.00 includes the first sheet plus \$50.00 for each add'l sheet
Surveyor	Each additional additional sheet	50.00	50.00	-	
Surveyor	Additional sheets	<del>50.00</del>	<del>50.00</del>		duplicate
Surveyor	Additional plat review caused by redesign, per hour	140.00	140.00	-	

Department	Fee Description	FY 24-25 Fee	FY 25-26 Fee	Change From Prior	Comments
		(\$) Effective 7/1/2024	(\$) Effective 7/1/2025		
<b>Weed Control</b>					
Weed Control	Inspection and Weed-Free Certification for rock pits	100.00	125.00	25.00	This fee pertains to rock pits only

**IN THE STATE OF OREGON  
FOR THE COUNTY OF CROOK**

**IN THE MATTER OF**

**ORDER # 2025-11**

Ordering fees for fiscal year 2025-2026 budget, beginning July 1, 2025.

**WHEREAS**, ORS 294.160 requires the establishment of fees by county governing bodies by order or ordinance after providing the public an opportunity to comment; and

**WHEREAS**, this Order replaces any prior orders or amendments for fees for prior fiscal years (last amended on February 1, 2025); and

**WHEREAS**, this Order reflects changes to fees which have not been raised in the preceding six months.

**NOW, THEREFORE, BE IT ORDERED BY THE CROOK COUNTY BOARD OF COMMISSIONERS** that the fees outlined in the attached Exhibit A are set for the fiscal year 2025-2026 commencing upon the effective date of July 1, 2025, which shall continue in effect until amended by the Crook County Board of Commissioners or amended by operation of law:

**BE IT FURTHER ORDERED** that the Crook County Board of Commissioners adopts as part of the county fee schedule those fees authorized to be collected by local governments by Oregon Revised Statutes and Oregon Administrative Rules, and other applicable laws.

**BE IT FURTHER ORDERED** that County department heads may impose additional fees related to generating custom information and records searches requested by the general public not covered herein in an amount sufficient to recover the actual costs incurred in obtaining and preparing such information, including all wage and benefit costs related to production and supervision, transportation costs, duplications costs and any other costs which such search may require. In the event that a department head shall plan to charge such a fee, the department head shall give notice in advance, along with an estimated cost, and shall require payment in advance. In the event that final cost exceeds the estimated cost, the department head involved shall notify the requesting party that additional cost will be incurred and shall not deliver a final work product until full payment has been made. In the event that payment by the requesting party exceeds payment, refunds shall be made only after the requesting party has submitted a claims sheet to the county finance department through normal processes of reimbursement.

**BE IT FURTHER ORDERED** that fees shall be charged in accordance with the attached schedule unless waiver is authorized by the Crook County Board of Commissioners.

**BE IT FURTHER ORDERED** that these fees shall continue in effect until modified, amended, removed, or otherwise adjusted by the Crook County Board of Commissioners.

**BE IT FURTHER ORDERED** that County staff members are authorized to make formatting and pagination changes to improve readability, but which may not alter the fees described herein.

**BE IT FURTHER ORDERED** that no new fee shall be charged during the fiscal year unless first authorized by the Crook County Board of Commissioners or established by regulation, rule, statute, or law of the State of Oregon.

The above Order is hereby approved on this 21st day of May

2025. CROOK COUNTY BOARD OF COMMISSIONERS:

---

BRIAN BARNEY, County Commissioner, Board Chair

---

SUSAN HERMRECK, County Commissioner

---

SETH CRAWFORD, County Commissioner



## Agenda Item Request

**Date:**

*May 7, 2025*

**Meeting date desired:**

*May 21, 2025 – Regular Board of Commissioners Meeting – Discussion Item*

*(Note: The included required budget hearing notice form is scheduled to be published in the Central Oregonian on 5/13/2025)*

**Subject:**

*Supplemental Budget Hearing – Order 2025-13 Adopting a Supplemental Budget for Crook County Fiscal Year 2025*

**Background and policy implications:**

*This resolution proposes a supplemental budget for Crook County to accept revenue, change related appropriations, authorize appropriation transfer, and adjust expenditure budget appropriations for County funds for Fiscal Year 2025.*

**Budget/fiscal impacts:**

*Will not have needed appropriation authority for certain County funds through June 30, 2025 unless the supplemental budget is adopted*

**Requested by:**

*Jamie Berger*

*541-447-6554*

*[jamie.berger@co.crook.or.us](mailto:jamie.berger@co.crook.or.us)*

**Presenters:**

*Jamie Berger*

*Budget Manager*

**Legal review (only if requested):**

*NA*

**Elected official sponsor (if applicable):**

*NA*

**FORM  
OR-LB-SBH**

**Notice of Supplemental Budget Hearing**  
Oregon Department of Revenue

• Use for supplemental budget proposing a change in any fund’s expenditures by more than 10 percent.

A public hearing on a proposed supplemental budget for Crook County, for the current fiscal year, will be  
(District name)

held at 320 NE Court St, Prineville, OR 97754.  
(Location)

The hearing will take place on 5/21/2025 at 9:00  a.m.  p.m. The purpose  
(Date) (Time)

of the hearing is to discuss the supplemental budget with interested persons.

A copy of the supplemental budget document may be inspected or obtained on or after 5/13/2025 at  
(Date)

200 NE 2nd St, Prineville, OR 97754, between the hours of 8:00  a.m.  p.m. and 4:30  a.m.  p.m.  
(Location)

**SUMMARY OF PROPOSED BUDGET CHANGES**

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

FUND: Special Transportation Fund (Fund 312)

Resource	Amount	Expenditure—indicate Org. unit / Prog. & Activity, and Object class.	Amount
1. Fund Balance	\$ 1,505,000	1. Materials and Services	\$ 1,943,000
2.		2.	
3.		3.	
<b>Revised Total Fund Resources</b>	<b>\$ 1,943,000</b>	<b>Revised Total Fund Requirements</b>	<b>\$ 1,943,000</b>

Explanation of changes:

Due to timing issues and delays, less was spent on Special Transportation projects in Fiscal Year 2024 than planned. This created a larger carryover into Fiscal Year 2025 than was budgeted. The carryover needs to be appropriated through this supplemental budget so that projects can be completed in Fiscal Year 2025 instead.

FUND: Risk Management Fund (Fund 398)

Resource	Amount	Expenditure—indicate Org. unit / Prog. & Activity, and Object class.	Amount
1. Fund Balance	\$ 172,000	1. Materials and Services	\$ 223,000
2.		2.	
3.		3.	
<b>Revised Total Fund Resources</b>	<b>\$ 325,000</b>	<b>Revised Total Fund Requirements</b>	<b>\$ 325,000</b>

Explanation of changes:

Risk Management appropriation is maintained just in case the County needs to pay insurance deductibles or other unanticipated risk management expense. Due to spending less on insurance claims in Fiscal Year 2024 than appropriated, there was a larger carryover into Fiscal Year 2025 than was budgeted. This supplemental budget appropriates the full carryover just in case the need arises on insurance claims or other unanticipated qualifying risk management expenses.

**BY THE BOARD OF COMISSIONERS IN THE STATE OF OREGON  
FOR THE COUNTY OF CROOK**

**IN THE MATTER OF** **ORDER # 2025-13**  
**A Resolution Adopting a Supplemental Budget for Fiscal Year 2025**

**WHEREAS,** This resolution proposes a supplemental budget for Crook County to accept revenue, change related appropriations, authorize appropriation transfer, and adjust expenditure budget appropriations for County funds for Fiscal Year 2025.

**WHEREAS,** This resolution is made in accordance with ORS 294.463(1) which provides that the County may transfer appropriations within funds and ORS 294.471(1)(a) which provides that the County may make a supplemental budget for an occurrence or condition that is not ascertained when preparing the original budget for the current year that requires a change in financial planning.

**General Fund (Fund 101)**

<b>Resources:</b>	<b>Adopted (Existing)</b>	<b>Changes</b>	<b>Adjusted</b>
Intergovernmental	2,708,000	59,000	2,767,000
Miscellaneous	599,000	176,000	775,000
Other Adopted Resources	20,028,000	-	20,028,000
<b>Fund 101 Resources Total</b>	<b>23,335,000</b>	<b>235,000</b>	<b>23,570,000</b>
<b>Appropriations:</b>			
Administration/BOC	1,287,000	50,000	1,337,000
Natural Resources	70,000	5,000	75,000
Non Departmental	548,000	100,000	648,000
Special Payment	942,000	80,000	1,022,000
All Other Appropriations	20,488,000	-	20,488,000
<b>Fund 101 Appropriation Total</b>	<b>23,335,000</b>	<b>235,000</b>	<b>23,570,000</b>

To appropriate additional wolf depredation grant funds and interest earnings received year-to-date to fund additional unanticipated activity in the departments of Administration/Board of Commissioners, Natural Resources, and Non Departmental, as well as Special Payment. Increase in Special Payment is needed to pass through additional state funds to the Wolf Depredation Committee.

**Road Fund (Fund 202)**

	<b>Adopted (Existing)</b>	<b>Changes</b>	<b>Adjusted</b>
<b>Appropriations:</b>			
Road Operations	5,765,000	350,000	6,115,000
Transfers	60,000	-	60,000
Contingency	1,000,000	(350,000)	650,000
Unappropriated Reserve	13,510,000	-	13,510,000
<b>Fund 202 Appropriation Total</b>	<b>20,335,000</b>	<b>-</b>	<b>20,335,000</b>

Transfer from contingency to fund additional unanticipated activity, primarily equipment replacements and repairs, in Road Department operations.

**Community Development Fund (Fund 212)**

	<b>Adopted (Existing)</b>	<b>Changes</b>	<b>Adjusted</b>
<b>Appropriations:</b>			
Code Enforcement	154,000	10,000	164,000
All Other Appropriations	4,092,000	-	4,092,000
Contingency	750,000	(10,000)	740,000
Unappropriated Reserve	7,762,000	-	7,762,000
<b>Fund 212 Appropriation Total</b>	<b>12,758,000</b>	<b>-</b>	<b>12,758,000</b>

Transfer from contingency to fund additional unanticipated activity in Code Enforcement.

**Community College Education Center Fund (Fund 231)**

	<b>Adopted (Existing)</b>	<b>Changes</b>	<b>Adjusted</b>
<b>Appropriations:</b>			
Special Payment	90,000	45,000	135,000
Contingency	257,000	(45,000)	212,000
<b>Fund 231 Appropriation Total</b>	<b>347,000</b>	<b>-</b>	<b>347,000</b>

Transfer from contingency to increase Special Payment to Central Oregon Community College to complete additional unanticipated projects in Fiscal Year 2025 according to the intergovernmental agreement between Crook County and Central Oregon Community College.

**Title III Fund (Fund 313)**

	<b>Adopted (Existing)</b>	<b>Changes</b>	<b>Adjusted</b>
<b>Appropriations:</b>			
Materials & Services	348,000	(150,000)	198,000
Capital Outlay	300,000	150,000	450,000
<b>Fund 313 Appropriation Total</b>	<b>648,000</b>	<b>-</b>	<b>648,000</b>

Transfer to recategorize appropriation for additional qualifying capital projects.

### Health and Human Services Fund (Fund 301)

<b>Resources:</b>	<b>Adopted (Existing)</b>	<b>Changes</b>	<b>Adjusted</b>
Intergovernmental for Mental Health	4,677,000	224,000	4,901,000
Other Adopted Resources	4,829,000	-	4,829,000
<b>Fund 301 Resources Total</b>	<b>9,506,000</b>	<b>224,000</b>	<b>9,730,000</b>
<b>Appropriations:</b>			
Environmental Health	194,000	12,000	206,000
Mental Health	4,677,000	224,000	4,901,000
Contingency	1,212,000	(12,000)	1,200,000
All Other Appropriations	3,423,000	-	3,423,000
<b>Fund 301 Appropriation Total</b>	<b>9,506,000</b>	<b>224,000</b>	<b>9,730,000</b>

To appropriate additional pass-through resources received year-to-date and fund additional activity in Mental Health. Transfer from contingency to fund additional unanticipated activity in Environmental Health operations.

### Special Transportation Fund (Fund 312)

<b>Resources:</b>	<b>Adopted (Existing)</b>	<b>Changes</b>	<b>Adjusted</b>
Fund Balance	423,000	1,082,000	1,505,000
Other Adopted Resources	438,000	-	438,000
<b>Fund 312 Resources Total</b>	<b>861,000</b>	<b>1,082,000</b>	<b>1,943,000</b>
<b>Appropriations:</b>			
Materials & Services	861,000	1,082,000	1,943,000
<b>Fund 312 Appropriation Total</b>	<b>861,000</b>	<b>1,082,000</b>	<b>1,943,000</b>

Projects administered by the Central Oregon Intergovernmental Council were not completed by the end of Fiscal Year 2024 as anticipated in the budget process, creating a larger carryover into Fiscal Year 2025 than was budgeted. The carryover (Fund Balance) needs to be appropriated through this supplemental budget in order to make resources available for continuing these projects in Fiscal Year 2025.

### Facilities Fund (Fund 709)

<b>Appropriations:</b>	<b>Adopted (Existing)</b>	<b>Changes</b>	<b>Adjusted</b>
Debt Service	206,000	380,000	586,000
Contingency	1,337,000	(380,000)	957,000
Other Adopted Resources	2,776,000	-	2,776,000
<b>Fund 709 Appropriation Total</b>	<b>4,319,000</b>	<b>-</b>	<b>4,319,000</b>

Transfer from contingency to fund additional unanticipated repayment of debt.

**Library Fund (Fund 330)**

<b>Resources:</b>	<b>Adopted (Existing)</b>	<b>Changes</b>	<b>Adjusted</b>
Intergovernmental	14,000	20,000	34,000
Other Adopted Resources	2,718,000	-	2,718,000
<b>Fund 330 Resources Total</b>	<b>2,732,000</b>	<b>20,000</b>	<b>2,752,000</b>
<b>Appropriations:</b>			
Library Operations	1,776,000	70,000	1,846,000
Contingency	956,000	(50,000)	906,000
<b>Fund 330 Appropriation Total</b>	<b>2,732,000</b>	<b>20,000</b>	<b>2,752,000</b>

To appropriate additional grant funds received year-to-date and transfer from contingency to fund additional activity in Library Operations.

**Risk Management Fund (Fund 398)**

<b>Resources:</b>	<b>Adopted (Existing)</b>	<b>Changes</b>	<b>Adjusted</b>
Fund Balance	99,000	73,000	172,000
Other Adopted Resources	153,000	-	153,000
<b>Fund 398 Resources Total</b>	<b>252,000</b>	<b>73,000</b>	<b>325,000</b>
<b>Appropriations:</b>			
Materials & Services	150,000	73,000	223,000
Contingency	102,000	-	102,000
<b>Fund 398 Appropriation Total</b>	<b>252,000</b>	<b>73,000</b>	<b>325,000</b>

Due to spending less on insurance claims in Fiscal Year 2024 than appropriated, there was a larger carryover into Fiscal Year 2025 than was budgeted. The carryover (Fund Balance) needs to be appropriated through this supplemental budget to make resources available in case the need arises for insurance claims or other qualifying risk management expenses.

**NOW, THEREFORE BE IT RESOLVED** that the Crook County Board of Commissioners hereby adopts this Resolution for the purposes detailed above for the fiscal year ending June 30, 2025.

DATED this 21st day of May 2025.

CROOK COUNTY BOARD OF COMMISSIONERS:

\_\_\_\_\_  
BRIAN BARNEY, County Commissioner, Board Chair

\_\_\_\_\_  
SETH CRAWFORD, County Commissioner

\_\_\_\_\_  
SUSAN HERMRECK, County Commissioner



## Agenda Item Request

**Date:**

May 8, 2025

**Meeting date desired:**

May 21, 2025 – Regular Board of Commissioners Meeting – Discussion Item

*(Note: The included required budget hearing notice form is scheduled to be published in the Central Oregonian on 5/13/2025)*

**Subject:**

Supplemental Budget Hearing – Order 2025-15 Adopting a Supplemental Budget for Crook County Fiscal Year 2025

**Background and policy implications:**

*This resolution proposes a supplemental budget for Crook County to create a new trust and agency fund with the capacity to accept revenue and have expenditure appropriations for Solar Mitigation funds held by the County in a fiduciary capacity starting in Fiscal Year 2025.*

**Budget/fiscal impacts:**

*Must create a new fund pursuant to the Memorandum of Understanding between Crook County and the Crook County Soil and Water Conservation District; the County will be out of compliance with the MOU as well not have needed appropriation authority for these pass-through funds through June 30, 2025 unless the supplemental budget is adopted.*

**Requested by:**

Jamie Berger

541-447-6554

[jamie.berger@co.crook.or.us](mailto:jamie.berger@co.crook.or.us)

**Presenters:**

Jamie Berger

Budget Manager

**Legal review (only if requested):**

NA

**Elected official sponsor (if applicable):**

NA

**FORM  
OR-LB-SBH**

**Notice of Supplemental Budget Hearing**  
Oregon Department of Revenue

• Use for supplemental budget proposing a change in any fund’s expenditures by more than 10 percent.

A public hearing on a proposed supplemental budget for Crook County, for the current fiscal year, will be  
(District name)

held at 320 NE Court St, Prineville, OR 97754.  
(Location)

The hearing will take place on 5/21/2025 at 9:00  a.m.  p.m. The purpose  
(Date) (Time)

of the hearing is to discuss the supplemental budget with interested persons.

A copy of the supplemental budget document may be inspected or obtained on or after 5/13/2025 at  
(Date)

200 NE 2nd St, Prineville, OR 97754, between the hours of 8:00  a.m.  p.m. and 4:30  a.m.  p.m.  
(Location)

**SUMMARY OF PROPOSED BUDGET CHANGES**

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

FUND: Solar Mitigation Fund (Fund 686)

Resource	Amount	Expenditure—indicate Org. unit / Prog. & Activity, and Object class.	Amount
1. <u>Miscellaneous</u>	<u>\$ 100,000</u>	1. <u>Special Payment</u>	<u>\$ 100,000</u>
2. _____	_____	2. _____	_____
3. _____	_____	3. _____	_____
<b>Revised Total Fund Resources</b>	<b>\$ 100,000</b>	<b>Revised Total Fund Requirements</b>	<b>\$ 100,000</b>

Explanation of changes:

Crook County must create a new trust and agency fund with the capacity to accept revenue and have expenditure appropriations as fiscal agent for funds received from solar projects for payment of wildlife habitat mitigation pursuant to a memorandum of understanding with the Crook County Soil and Water Conservation District.

FUND: \_\_\_\_\_

Resource	Amount	Expenditure—indicate Org. unit / Prog. & Activity, and Object class.	Amount
1. _____	_____	1. _____	_____
2. _____	_____	2. _____	_____
3. _____	_____	3. _____	_____
<b>Revised Total Fund Resources</b>	<b>_____</b>	<b>Revised Total Fund Requirements</b>	<b>_____</b>

Explanation of changes:

**BY THE BOARD OF COMISSIONERS IN THE STATE OF OREGON  
FOR THE COUNTY OF CROOK**

**IN THE MATTER OF** **ORDER # 2025-15**  
**A Resolution Adopting a Supplemental Budget for Fiscal Year 2025**

**WHEREAS,** This resolution proposes a supplemental budget for Crook County to create a new trust and agency fund with the capacity to accept revenue and have expenditure appropriations for Solar Mitigation funds held by the County in a fiduciary capacity starting in Fiscal Year 2025.

**WHEREAS,** This resolution is made in accordance with ORS 294.471(1)(a) which provides that the County may make a supplemental budget for an occurrence or condition that is not ascertained when preparing the original budget for the current year that requires a change in financial planning.

**Solar Mitigation Fund (Fund 686)**

<b>Resources:</b>	<b>Adopted</b>	<b>Changes</b>	<b>Adjusted</b>
Miscellaneous		100,000	100,000
<b>Fund 686 Resources Total</b>		<b>100,000</b>	<b>100,000</b>
<b>Appropriations:</b>			
Special Payment		100,000	100,000
<b>Fund 686 Appropriation Total</b>		<b>100,000</b>	<b>100,000</b>

To appropriate pass-through resources received year-to-date for Solar Mitigation pursuant to the Memorandum of Understanding between Crook County and the Crook County Soil and Water Conservation District.

**NOW, THEREFORE BE IT RESOLVED** that the Crook County Board of Commissioners hereby adopts this Resolution for the purposes detailed above for the fiscal year ending June 30, 2025.

DATED this 21st day of May 2025.

CROOK COUNTY BOARD OF COMMISSIONERS:

\_\_\_\_\_  
BRIAN BARNEY, County Commissioner, Board Chair

\_\_\_\_\_  
SETH CRAWFORD, County Commissioner

\_\_\_\_\_  
SUSAN HERMRECK, County Commissioner



# Crook County

Mailing: 300 NE 3<sup>rd</sup> Street • Prineville, Oregon 97754  
Physical: 203 NE Court Street • Prineville, Oregon 97754  
Phone (541) 447-6555

May 21, 2025

The Honorable Jeff Merkley  
U.S. Senate  
313 Hart Senate Office Building  
Washington, DC 20510

The Honorable Ron Wyden  
U.S. Senate  
221 Dirksen Senate Office Building  
Washington, DC 20510

## **RE: Support for Reauthorization of the Secure Rural Schools Program**

Dear Senators Merkley and Wyden,

On behalf of Crook County, we write to express our strong support for the reauthorization of the Secure Rural Schools (SRS) program and to urge your continued leadership in ensuring its inclusion in the Senate's final reconciliation package.

Crook County is a predominantly rural and forested county with over 50% of our land base managed by the federal government. This limits our ability to generate property tax revenue from a significant portion of our land, making the SRS program an essential lifeline for critical public services. These funds directly support the maintenance of our road system—including over 1,200 miles of roads vital to school bus routes, emergency response, and agricultural transport—as well as our sheriff's office and local schools.

The recent action by the House Agriculture Committee to reauthorize SRS through FY 2026 is a welcome development. However, with the Senate currently crafting its version of the reconciliation bill, your leadership is critical to ensure this provision remains a priority throughout the legislative process.

A lapse in SRS funding would have immediate and tangible impacts on our community. Without this partnership, we face difficult decisions that could mean reduced services and deferred maintenance in areas already stretched thin. We urge you to continue championing this issue and work to secure SRS reauthorization in the final legislation.

We are sincerely grateful for your longstanding support of Oregon's rural counties. Your efforts to protect programs like SRS help ensure that counties like Crook can continue to serve our residents, manage our public lands responsibly, and plan for a sustainable future.

Thank you for your consideration and leadership.

Sincerely,

---

X

Susan Hermreck  
County Commissioner

X

Brian Barney  
County Commissioner

X

Seth Crawford  
County Commissioner