
BUSINESS MEETING AGENDA

4:00p.m. via Zoom

1. **CALL TO ORDER**
2. **ADDITIONS OR DELETIONS**
3. **CONFLICT OR POTENTIAL CONFLICTS OF INTEREST**
4. ***PUBLIC COMMENT** (Registration required. Limit 3 minutes per person) *For items not on the agenda*
5. **CONSENT**
 - A. [Budget Adjustment - Public Works - Non Departmental](#)
RECOMMENDATION: Approve the Budget Adjustment as presented, authorizing the Commissioners to sign the document.
 - B. [Budget Adjustment - HRC Fair](#)
RECOMMENDATION: Approve budget adjustment
 - C. [Local Public Safety Coordinating Council \(LPSCC\) Voting members](#)
RECOMMENDATION: Designate the County Administrator as an alternate for voting purposes on LPSCC
 - D. [Budget Adjustment - Health Department](#)
RECOMMENDATION: Approve budget adjustment as proposed, authorizing the Commissioners to sign the Resolution.
 - E. [Budget Adjustment - Health Department Babies First Program](#)
RECOMMENDATION: Approve the budget adjustment as proposed, authorizing the Commissioners to sign the Resolution.
6. **ADJOURNMENT**

AGENDA REQUEST FORM

DATE: June 30, 2025 **DEPARTMENT:** Public Works **NAME:** Sophie Christenson

SUBJECT: Budget Adjustment - Public Works - Non Departmental

AUTHORITY: *ORS:* *OAR:*

COUNTY ORD:

BACKGROUND:

The Public Works Department has a waste oil furnace that heats the main shop during the winter months. This uses the waste oil from vehicles which saves the department from disposing of this material in other ways. The furnace was over 30+ years old and no longer working. This budget adjustment is to replace the furnace.

ATTACHMENTS: [Jun - 202 Fund_cap_outlay_from_contingency.doc](#)

FISCAL IMPACT:

The Public Works - Non Departmental contingency fund will decrease \$15,580 from \$250,000 to \$234,420. The Capital Buildings line within Public Works - Non Departmental will increase \$15,580. At the conclusion of the fiscal year, the amount remaining in the Public Works Budget will roll into the ending fund/beginning fund balance.

ACKNOWLEDGEMENT BY AFFECTED PARTIES:

COUNTY COUNSEL *FINANCE* *OTHER AGENCIES* *ADMIN*
HR DEPT *APPROPRIATE COUNTY COMMITTEE* *OTHER*

ADMINISTRATION SUGGESTED ACTION:

Approve the Budget Adjustment as presented, authorizing the Commissioners to sign the document.

DEPARTMENT RECOMMENDATION:

Approve the Budget Adjustment as submitted.

FOLLOW UP:

COPIES TO:

**BEFORE THE BOARD OF COMMISSIONERS
HOOD RIVER COUNTY, OREGON**

**IN THE MATTER OF A BUDGET)
ADJUSTMENT – FY 24/25) RESOLUTION # _____
FUND 202 Public Works Spc Rev)**

WHEREAS, during the fiscal year 2024-2025 Public Works Special Revenue fund budgeted \$250,000 in contingency for unforeseen expenditures

WHEREAS, during the fiscal year, the oil burner failed and needs to be replaced

WHEREAS, this budget adjustment would increase the 2024-2025 buildings and improvement capital outlay appropriation by \$15,580 from the department’s budgeted contingency

THEREFORE, BE IT RESOLVED that the following budget adjustment be made:

	ACCOUNT NUMBER	REVENUE		EXPENSE	
		INCREASE	DECREASE	INCREASE	DECREASE
Public Works – Non Dept 4205					
Expenditure					
Cap Outlay - Buildings & Improvements	202-4205-431-70-05			\$15,580	
Other Exp - Contingency	202-4205-431-95-10				\$15,580

ADOPTED THIS 30 DAY OF JUNE 2025

Jennifer Euwer, Chair

Leticia Moretti, Commissioner

Arthur Babitz, Commissioner

Ed Weathers, Commissioner

Chad Muenzer, Commissioner

AGENDA REQUEST FORM

DATE: June 30, 2025 **DEPARTMENT:** Budget & Finance **NAME:** Sophie Christenson

SUBJECT: Budget Adjustment - HRC Fair

AUTHORITY: *ORS:* *OAR:*

COUNTY ORD:

BACKGROUND:

During the fiscal year 2024-2025 Hood River County Fair overbudgeted on Capital Outlay projects, and underbudgeted on some materials and services and personnel expenditures. This budget adjustment would increase the Fair’s materials and services category and personnel category budget appropriations, with offsetting reduction to capital outlay.

ATTACHMENTS: [Jun - 480 Fair.doc](#)

FISCAL IMPACT:

This budget adjustment would increase the Fair’s materials and services category and personnel category budget appropriations, with offsetting reduction to capital outlay.

ACKNOWLEDGEMENT BY AFFECTED PARTIES:

COUNTY COUNSEL *FINANCE* *OTHER AGENCIES* *ADMIN*
HR DEPT *APPROPRIATE COUNTY COMMITTEE* *OTHER*

ADMINISTRATION SUGGESTED ACTION:

Approve budget adjustment

DEPARTMENT RECOMMENDATION:

Fair Board has reviewed and agreed to this budget adjustment.

FOLLOW UP:

COPIES TO:

**BEFORE THE BOARD OF COMMISSIONERS
HOOD RIVER COUNTY, OREGON**

IN THE MATTER OF A BUDGET)
ADJUSTMENT – FY 24/25) **RESOLUTION # _____**
FUND 480 Fair Fund)

WHEREAS, during the fiscal year 2024-2025 Hood River County Fair overbudgeted on Capital Outlay projects, and underbudgeted on some materials and services and personnel expenditures

WHEREAS, this budget adjustment would increase the Fair’s materials and services category and personnel category budget appropriations, with offsetting reduction to capital outlay

THEREFORE, BE IT RESOLVED that the following budget adjustment be made:

		Revenue		Expenditure	
		Increase	Decrease	Increase	Decrease
480 Fair Fund					
Expenditure					
Personnel Services					
480-1201-453-13-90	County Fair Manager			2,000	
480-1201-453-13-91	County Fair Labor			2,000	
480-1201-453-15-02	Workers Compensation			1,000	
Materials and Services					
480-1201-453-45-47	Repair & Maintenance - Buildings			22,500	
480-1201-453-50-05	Office Equipment			3,000	
480-1202-453-45-44	Printing			5,500	
480-1202-453-45-91	Fair Entertainment			12,000	
Capital Outlay					
480-1201-453-70-02	Buildings & Improvements				48,000

ADOPTED THIS 30 DAY OF JUNE 2025

Jennifer Euwer, Chair

Leticia Moretti, Commissioner

Arthur Babitz, Commissioner

Ed Weathers, Commissioner

Chad Muenzer, Commissioner

AGENDA REQUEST FORM

DATE: June 30, 2025 **DEPARTMENT:** Administration **NAME:** Sophie Christenson

SUBJECT: Local Public Safety Coordinating Council (LPSCC) Voting members

AUTHORITY: *ORS:* *OAR:*

COUNTY ORD:

BACKGROUND:

Hood River County is represented by Commissioner Moretti on the Local Public Safety Coordinating Committee. The Committee is a designated step in the recommendation of certain grant awards. A meeting is coming up on July 8 and Commissioner Moretti is out and there is not an alternative voting member representing county administration. This action would appoint the County Administrator as an alternate for voting purposes for the LPSCC. Alternatively, a Commissioner can be appointed as an alternate.

For background an overview of the statutory language around the membership and duties of the Local Public Safety Coordinating Committee follows.

ATTACHMENTS: [LOCAL PUBLIC SAFETY COORDINATING COUNCIL.pdf](#)

FISCAL IMPACT:

N/A

ACKNOWLEDGEMENT BY AFFECTED PARTIES:

COUNTY COUNSEL *FINANCE* *OTHER AGENCIES* *ADMIN*
HR DEPT *APPROPRIATE COUNTY COMMITTEE* *OTHER*

ADMINISTRATION SUGGESTED ACTION:

Designate the County Administrator as an alternate for voting purposes on LPSCC

DEPARTMENT RECOMMENDATION:

Approve the appointment of the County Administrator an alternate for voting purposes on LPSCC

FOLLOW UP:

COPIES TO:

LOCAL PUBLIC SAFETY COORDINATING COUNCIL

A. APPOINTING AUTHORITY: The Local Public Safety Coordinating Council (LPSCC) shall be appointed in accordance with O.R.S. 423.560 through 423.565.

B. PURPOSE & RESPONSIBILITIES:

1. LPSCC shall, at a minimum,

a. develop and recommend to the BOC a plan for use of

(1) state resources to serve the local offender population and state and

(2) local resources to serve the needs of that part of the local offender population who are at least 15 years of age and less than 18 years of age, which plan must provide for coordination of community-wide services involving prevention, treatment, education, employment resources, and intervention strategies and

b. they shall coordinate local criminal justice policy among affected criminal justice entities.

2. Additional duties of the public safety coordinating council. In addition to the duties assigned to it under ORS 423.560, LPSCC convened by the BOC shall, at a minimum:

a. develop and recommend to the BOC the plan for the use of state resources to serve the local youth offender population;

b. coordinate local juvenile justice policy among affected juvenile justice entities; and

c. in consultation with HRCCCF, develop and recommend to the BOC a plan designed to prevent criminal involvement by youth. The plan must provide for coordination of community-wide services involving treatment, education, employment, and intervention strategies aimed at crime prevention.

C. MEMBERSHIP: The Council shall include, but need not be limited to:

a. A Police Chief selected by the Police Chiefs in the County.

b. The Sheriff of the County or, if two or more counties have joined together to provide community corrections services, a Sheriff selected by the Sheriff's in the Counties.

c. The District Attorney of the County or, if two or more counties have joined together to provide community corrections services, a District Attorney selected by the District Attorney's in the Counties.

d. A State Court Judge, and a Public Defender or Defense Attorney, both appointed by the Presiding Judge of the Judicial District in which the County is located.

e. The Director of Community Corrections, a Hood River County Commissioner, a Juvenile Department Director, a Health or Mental Health Director, and at least one lay member appointed by the Board of Commissioners.

f. A City Councilor or City Mayor and a City Manager or other City Representative selected by the City or the Cities in the County.

g. A representative of the Oregon State Police who is a nonvoting member of the LPSCC and is selected by the Superintendent of State Police.

The BOC of two or more Counties may jointly convene a single, Regional LPSCC by means of an intergovernmental agreement. Local officials may combine the Council with existing Local Criminal Justice Advisory Councils established under ORS 1.851.

- D. TERM: The term of service for the above listed members shall not expire, but rather be filled by whoever holds the position at a given time (i.e. any sheriff will automatically be a part of LPSCC).
- E. MEETINGS: Monthly meetings of LPSCC shall be scheduled. Other meetings may be scheduled on as needed basis
- F. QUORUM & VOTING: Seven members of LPSCC shall constitute a quorum. No action of LPSCC shall be valid unless there is an affirmative vote of at least 7 members.

AGENDA REQUEST FORM

DATE: June 30, 2025

DEPARTMENT: Health

NAME: Sophie Christenson

SUBJECT: Budget Adjustment - Health Department

AUTHORITY: ORS: OAR:

COUNTY ORD:

BACKGROUND:

Health Department Family Planning program revenue over budgeted; the actual Beginning Fund Balance exceeded by \$5,562 for FY 2025. MAC Fees \$18,016 more than budgeted; and \$20,000 received from Columbia Gorge Health Council. The Health Department will need to decrease Misc. State Grant line, Program Supplies, and Capital Outlay Machinery and Equipment to appropriate funds to personnel expenses.

ATTACHMENTS: [BA_420_2104_062025.doc](#)

FISCAL IMPACT:

Additional funds will be used to cover wages and benefits for Personnel.

ACKNOWLEDGEMENT BY AFFECTED PARTIES:

COUNTY COUNSEL FINANCE OTHER AGENCIES ADMIN
HR DEPT APPROPRIATE COUNTY COMMITTEE OTHER

ADMINISTRATION SUGGESTED ACTION:

Approve budget adjustment as proposed, authorizing the Commissioners to sign the Resolution.

DEPARTMENT RECOMMENDATION:

Approve the Budget Adjustment as submitted.

FOLLOW UP:

COPIES TO:

**BEFORE THE BOARD OF COMMISSIONERS
HOOD RIVER COUNTY, OREGON**

**IN THE MATTER OF A BUDGET)
ADJUSTMENT – FY 24/15)
Health Department – 420 2104)**

RESOLUTION # _____

WHEREAS Actual Beginning Fund Balance for Family Planning Health department program exceeded by \$5,562 for FY 25; MAC fees \$18,016 more than budgeted; Local Grant \$20,000 received from Columbia Gorge Health Council. All roll-forward and new funds are specific-purpose grant funds; and,

WHEREAS additional funds will be used to cover expenses for Personnel; and,

WHEREAS we will decrease Miscellaneous State Grant line, Program Supplies, Capital Outlay Machinery & Equipment line; and,

THEREFORE, BE RESOLVED THAT the following budget adjustment be made:

**HEALTH PROGRAM
420 2104 – Family Planning**

		REVENUE		EXPENSE	
		INCREASE	DECREASE	INCREASE	DECREASE
REVENUE					
Beginning Fund Balance	420 2104 300 01 01	5,562			
State Grants/Misc State Grants	420 2104 334 10 51		23,425		
Intergov – State/Medicaid MA	420 2104 335 10 38	18,016			
Local Grants/ Contract Local	420 2104 338 10 40	20,000			
PERSONNEL					
Accounting Clerk	420 2104 441 11 56			5,831	
Health Services Aide	420 2104 441 11 65				9,111
Office Specialist II	420 2104 441 12 45			11,250	
Public Health Nurse Supervisor	420 2104 441 12 84			14,750	
FICA/Medi	420 2104 441 15 01			1,582	
Retirement	420 2104 441 15 03			4,859	
Medical/Dental/Life	420 2104 441 15 04			7,808	
MATERIALS & SERVICES					
Professional Services/Lab	420 2104 441 40 30				1,501
Bank Charges	420 2104 441 45 06			300	
Lease- Copier	420 2104 441 45 24			750	
Meeting & Conferences	420 2104 441 45 32			72	
Telephone Services	420 2104 441 45 59			500	
Program Supplies	420 2104 441 50 07				4,437
CAPITAL OUTLAY					
Capital Outley/Machinery & Equip	420 2104 441 70 05				12,500

ADOPTED THIS 30 DAY OF JUNE 2025

Jennifer Euwer, Chair

Leticia Moretti, Commissioner

Arthur Babitz, Commissioner

Ed Weathers, Commissioner

Chad Muenzer, Commissioner

AGENDA REQUEST FORM

DATE: June 30, 2025 **DEPARTMENT:** Health **NAME:** Sophie Christenson

SUBJECT: Budget Adjustment - Health Department Babies First Program

AUTHORITY: *ORS:* *OAR:*

COUNTY ORD:

BACKGROUND:

The Health Department Babies First Home visiting program revenue more than budgeted for FY 25; therefore, increase in Personnel expenses.

ATTACHMENTS: [BA_420_2107_062025_002.doc](#)

FISCAL IMPACT:

The Health Department will use the increase in revenue and decrease in program supplies to cover expenses for Personnel.

ACKNOWLEDGEMENT BY AFFECTED PARTIES:

COUNTY COUNSEL *FINANCE* *OTHER AGENCIES* *ADMIN*
HR DEPT *APPROPRIATE COUNTY COMMITTEE* *OTHER*

ADMINISTRATION SUGGESTED ACTION:

Approve the budget adjustment as proposed, authorizing the Commissioners to sign the Resolution.

DEPARTMENT RECOMMENDATION:

Approve the Budget Adjustment as submitted.

FOLLOW UP:

COPIES TO:

**BEFORE THE BOARD OF COMMISSIONERS
HOOD RIVER COUNTY, OREGON**

**IN THE MATTER OF A BUDGET)
ADJUSTMENT – FY 24/25)
Health Department – 420 2107)**

RESOLUTION # _____

WHEREAS The Health Department Babies First, Home visiting program; caseload has increased, revenue more than budgeted; therefore, increase of Personnel expenses; this program is specific-purpose grant-program revenue, and,

WHEREAS We will use the increase of revenue, and decrease our program supplies to be able to cover expenses for personnel; and,

THEREFORE, BE RESOLVED THAT the following budget adjustment be made:

**HEALTH PROGRAM
420 2107 – Babies First**

		REVENUE		EXPENSE	
		INCREASE	DECREASE	INCREASE	DECREASE
REVENUE					
State Grants /Medicaid - TCM	420 2107 334 10 02	4,809			
PERSONNEL					
Salaries & Wages	420 2107 441 11 56			2,480	
Health Services Aide	420 2107 441 11 65			2,265	
Office Specialist II	420 2107 441 12 45			450	
Public Health Nurse	420 2107 441 12 78			7,200	
Fica/Medi	420 2107 441 15 01			1,069	
Retirement	420 2107 441 15 03			2,095	
Medical/Dental/Life	420 2107 441 15 04			3,700	
Veba	420 2107 441 15 06			70	
Pers In Lieu	420 2107 441 15 90			253	
MATERIALS & SERVICES					
Program Supplies	420 2107 441 50 07				14,773

ADOPTED THIS 30 DAY OF JUNE 2025

Jennifer Euwer, Chair

Leticia Moretti, Commissioner

Arthur Babitz, Commissioner

Ed Weathers, Commissioner

Chad Muenzer, Commissioner