



Deschutes County Board of Commissioners
1300 NW Wall St., Suite 200, Bend, OR 97701-1960
(541) 388-6570 - Fax (541) 385-3202 - www.deschutes.org

AGENDA REQUEST & STAFF REPORT

For Board Business Meeting of July 20, 2015

Please see directions for completing this document on the next page.

DATE: July 7, 2015

FROM: Matthew Martin Community Development Department 541-330-4620

TITLE OF AGENDA ITEM:

Consideration of Board Appointment for one new member and re-appointment of 4 current members to the Deschutes County Bicycle and Pedestrian Advisory Committee.

PUBLIC HEARING ON THIS DATE? No

BACKGROUND AND POLICY IMPLICATIONS:

The purpose of this agenda item is to request that the Board of County Commissioners (Board) appoint Mark Smith to fill one position of the Deschutes County Bicycle and Pedestrian Advisory Committee (BPAC). There is one (1) vacancy on the BPAC due to the end of Jim Stone's term on June 30, 2015. This request also includes the re-appointment of four current BPAC members Cheryl Howard, Christopher Cassard, Rick Root, and Michele DeSilva. All 5 appoints are for 3-year terms ending June 30, 2018. The BPAC consists of 13 official members. The Board must appoint all members of the BPAC.

FISCAL IMPLICATIONS:

None

RECOMMENDATION & ACTION REQUESTED:

Staff recommends that the Board appoint Mark Smith and re-appoint Cheryl Hoard, Christopher Cassard, Rick Root, and Michele DeSilva) as a member of the Deschutes County Bicycle and Pedestrian Advisory Committee

ATTENDANCE: Matthew Martin, Associate Planner

DISTRIBUTION OF DOCUMENTS:

Matthew Martin

INSTRUCTIONS FOR COMPLETING THE AGENDA REQUEST FORM

Use “**tab**” to move between fields. You can use as much space as necessary within each field.

Do not leave any fields incomplete. Don’t forget the “preferred meeting date” section. Incomplete documents will be returned to the Department Director. This could cause your agenda item to miss the deadline for submission.

Monday Board business meetings typically address land use issues, and Wednesday business meetings are for other County business. (If there is only one meeting scheduled for the week, all agenda items are addressed at that time.) Agenda requests & backup for land use items are to be submitted by noon on Tuesday prior to the meeting date. Agenda requests & backup for the Wednesday meeting must be submitted to the Board Secretary no later than noon of the Wednesday prior to the meeting.

If you are submitting a contract or other document where more than one original is needed (for instance, one original for the County and one for the contractor), please submit the correct number of original documents. In addition to submitting the agenda request form with your documents, submit this form electronically to the Board Secretary.

Please e-mail the agenda request form and the document summary form to the Board Secretary and to David Inbody, Assistant to the Administrator, so that minor changes can be done if needed.

Unless your agenda item is an Order, Ordinance, Resolution or letter, a Document Summary Form is required as well.

Please see the “Board Agenda Procedures and Document Checklist” document for further directions, or contact Board staff at 388-6572.