



DISTRICT MAPPING ADVISORY COMMITTEE GUIDELINES

July 2025

Background

Ballot Measure #9-173, approved by voters in November 2024, expands the County Commissioners to a five-seat Board. The two new positions will be elected at-large in 2026 for an initial two-year term which will begin in January 2027. The Deschutes Board of County Commissioners (BOCC) met several times between November 2024 and May 2025 to discuss BOCC interest in creating Commissioner Districts in place of having five at-large Commissioner Positions.

On March 31, 2025, the BOCC voted to move forward to develop a process to draft Commissioner Districts for voter consideration as a ballot measure in 2026. On May 5 the majority of the BOCC voted to establish a committee by BOCC nominations.

The committee will be made up of seven community members appointed individually by Commissioners. The appointments will be as follows:

Commissioner	Number of Nominations
Commissioner DeBone	2
Commissioner Adair	2
Commissioner Chang	3

Mission and Purpose

The District Mapping Advisory Committee (DMAC) is tasked with drawing a draft commissioner district map consisting of proportional districts for the BOCC consideration. If a draft map is approved by the BOCC, it will then be put before the voters as a ballot measure during the 2026 election cycle.

Structure and Membership

The DMAC consists of seven voting members selected via BOCC appointment.



Facilitator Neil Bryant will chair and guide the committee meetings, and a project management team consisting of county staff will support the committee in the following areas:

- Meeting logistics, facilitation, and communications
- Meeting minutes
- GIS Mapping Support
- Update the BOCC of committee activities and actions
- Provide an overview of public meeting laws and ethics, education (i.e., applicable laws and rules), technical information and memorandums, and options for decision making
- Maintain a project website
- Other necessary actions not identified above

Record Keeping and Transparency

As an official public body, Oregon's open meeting laws apply to the DMAC. All meetings will be publicly noticed, livestreamed, and will provide an opportunity for public input. Meeting minutes will be taken and posted on a designated website. Meeting minutes will be shared via email with all members prior to the meeting for review and will be approved as drafted or modified by the committee at a subsequent meeting. All opinions, perspectives, and views will be captured in meeting minutes. This guideline will be posted to the project website and remain a publicly available document.

DMAC members will be assigned a Deschutes County email address that must be used for any and all email communications related to the work of the DMAC.

Meeting Schedule and Logistics

The DMAC will have an orientation meeting in August 2025. The orientation meeting will provide information on public meeting laws, DMAC guidelines, and structure of DMAC meetings.

The DMAC will meet every Tuesday from 5:30 – 7:30 p.m., Sept. 9 – Nov. 18. If the DMAC completes their work early then meetings may end before Nov. 18. If the DMAC needs more time to complete their work then additional meetings may be scheduled to meet the Nov. 18 deadline.



Alternatively, the DMAC meeting schedule can be determined based off the schedule of DMAC appointees.

Meetings will take place in different locations throughout the County which could include, but is not limited to, Bend, Redmond, Sisters, La Pine, Sunriver, and Terrebonne.

Membership

The DMAC is comprised of members listed in the table below. If a committee member has to vacate their appointment for any reason, then an alternate will be appointed by the Commissioner that assigned the committee member to the vacated seat.

Name	Appointed By	Committee Position
TBD	Commissioner DeBone	1
TBD	Commissioner DeBone	2
TBD	Commissioner Adair	3
TBD	Commissioner Adair	4
TBD	Commissioner Chang	5
TBD	Commissioner Chang	6
TBD	Commissioner Chang	7

Ground Rules and Expectations

1. Attendance: The Committee strives for full in-person attendance at every meeting.
2. Inclusivity and Civility: Committee members are expected to create space for diverse or contradictory opinions, and support collaboration in all meetings.
3. A majority DMAC members (4 or more) constitutes a quorum, and a quorum shall be required to approve any motions and/or recommendations.

Map Drawing Criteria

1. Each district, as nearly as practicable, shall:
 - a. Be contiguous
 - b. Utilize existing precinct lines
 - c. Not unreasonably divide communities of common interest and geographic boundaries



- d. Consider current growth patterns
 - i. i.e. building permits and UGB expansions
- 2. No district shall be drawn for the purpose of favoring any political party, incumbent elected official or other person.
- 3. No district shall be drawn for the purpose of diluting the voting strength of any language or ethnic minority group.
- 4. Population
 - a. Census or Voter Registration
 - i. Census population data is from 2020, and an updated count will not be available until 2031.
 - ii. Voter Registration data is updated daily.
 - b. Maps should be drawn to approximately equal population size, recommended to be no more than 5% size difference between the largest and smallest district.
- 5. District numbering will be determined by lot.
 - a. After draft district map is created, the DMAC determines, by lot, each district number.
Alternatively, the Commissioners could assign district numbers by lot after DMAC created draft district map for BOCC consideration.
- 6. Draft map will have five districts.
Alternatively, DMAC could be tasked with drafting a draft district map that has four Districts, which would leave one Commissioner position at large.

Public Input

Each DMAC meeting will schedule 15 minutes, as needed, for public input. There will be a sign-up sheet available at each meeting for members of the public attending in person who would like to give public input. Members of the public attending online who would like to give public comment will use the “raise hand” feature on Zoom.

Each person will be afforded up to three minutes to make their comments. If more than five people have signed up to give public comments, the facilitator will allocate time limits (not to exceed 15 total minutes of a public comment period).