

**MEMORANDUM**

TO: Deschutes County Board of Commissioners

FROM: Peter Gutowsky, AICP, Director

DATE: January 28, 2026

SUBJECTS: Planning Commission Reappointment, Recruitments & Selection Process

The purpose of this agenda item is to discuss and decide the reappointment and recruitment process for two (2) Planning Commissioners with terms expiring on June 30, 2026. Commissioner Jessica Kieras is term limited. Commissioner Matt Cyrus is interested in a reappointment to second term.

I. RECRUITMENT AND SELECTION PROCESS

Staff seeks the following direction from the Board of County Commissioners (Board):

- Reappoint Matt Cyrus to a second term or initiate a recruitment for the Sisters Area Planning Commission position.
- Confirm the selection process to interview and recommend appointment(s) to the Board as the appointing authority for the Redmond/Terrebonne Area Planning Commission position and possibly the Sisters Area Planning Commission position.
- Acknowledge the timeline to initiate and conduct the recruitment, recommendation, and appointment process.

II. PLANNING COMMISSION TERMS

Table 1 summarizes the terms of current Planning Commissioners, including the area represented, first or second term, and their start and end dates. Please note, commissioners with an asterisk (*) have terms expiring on **June 30, 2026**.

Table 1: Planning Commission Terms

Name	Area Represented	1 st /2 nd Term	Term Start	Term End
* Matt Cyrus, Chair	Sisters	1 st	May 16, 2022	June 30, 2026
Kelsey Kelley, Vice Chair	Tumalo Area	1 st	July 1, 2023	June 30, 2027
Toni Williams	South County	2 nd	August 2, 2021	June 30, 2029
Susan Altman	Bend Area	2 nd	July 1, 2020	June 30, 2028
Nathan Hovekamp	Bend Area	1 st	July 1, 2023	June 30, 2027
Mark Stockamp	At-Large	1 st	March 27, 2024	June 30, 2027
* Jessica Kieras	Redmond Area	2 nd	July 12, 2018	June 30, 2026

Per Deschutes County Code (DCC) 2.52.020: No commission member shall serve more than two full terms or 10 years, whichever is greater, except that the Board may extend the term of a planning commission member to complete a project which commenced prior to expiration of the term. In no case shall such extension exceed six months. Consistent with DCC and communications with the applicable commissioners:

- Commissioner Matt Cyrus is interested in a reappointment to second term. Board decision on whether to reappoint Commissioner Cyrus to a second 4-year term (July 1, 2026 to June 30, 2030).
- Commissioner Jessica Kieras is term limited. Community Development Department (CDD) needs to initiate a recruitment for the Redmond/Terrebonne position.

III. RECRUITMENT TIMELINE

Table 2 provides a timeline to initiate a Planning Commission recruitment and selection process.

Table 2: Draft Planning Commission Recruitment and Selection Process

Date	Recruitment and Selection Process
February 5 to March 5	Recruitment
March 6	Distribute applications to the Board (see below)
March/April	Board decides which candidates to interview
April	Conduct Interviews and forward recommendations to the full Board
May	Board deliberates and make appointments

Concluding the appointment process in May will allow the new Planning Commissioner-elects to attend and/or observe one to two Planning Commission meetings prior to beginning their terms on July 1, 2026.

IV. SELECTION PROCESS OPTIONS

- Continue the previous practice of the Board serving as the selection committee. Each commissioner will be paired with either the Planning Commission Chair, Planning Commission Vice-Chair, or the CDD Director.
- Other.

As proposed, the recruitment can close on Thursday, March 5 at 4:00 p.m. Staff will then forward the applications to the Board shortly thereafter.