

## ANNOTATED MINUTES

Tuesday, March 24, 1992 - 9:30 AM  
Multnomah County Courthouse, Room 602

### PLANNING ITEMS

Chair Gladys McCoy convened the meeting at 9:35 a.m., with Vice-Chair Sharron Kelley and Commissioner Pauline Anderson present, Commissioner Gary Hansen excused, and Commissioner Rick Bauman arriving at 9:40 a.m.

The Following March 2, 1992 Decisions of the Planning Commission are Reported to the Board for Acceptance and Implementation by Board Order:

- P-1      CS 4-92      APPROVED, SUBJECT TO CONDITIONS, Requested Community Service Use Expansion for the American Hellenic Education Center Site, Located on Property at 32149 SE STEVENS ROAD

**DECISION READ. SCOTT PEMBLE ADVISED A NOTICE OF REVIEW WAS FILED AND SUGGESTED A DATE AND SCOPE OF REVIEW FOR THE APPEAL HEARING. UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER ANDERSON, IT WAS UNANIMOUSLY APPROVED THAT A HEARING BE SCHEDULED FOR TUESDAY, APRIL 28, 1992, ON THE RECORD, WITH TESTIMONY LIMITED TO 10 MINUTES PER SIDE.**

- P-2      CU 5-92      APPROVED, SUBJECT TO CONDITIONS, Conditional Use Request for Development of a 1.65 Acre Lot of Record with a Non-Resource Related Single Family Dwelling, for Property Located at 16800 NW ELLIOTT ROAD

**DECISION READ, NO APPEAL FILED, DECISION STANDS.**

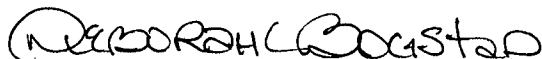
- P-3      CS 3-92  
HV 2-92      PUBLIC HEARING, ON THE RECORD, TEN MINUTES PER SIDE  
in the Matter of the February 3, 1992 Planning Commission Decision Approving, Subject to Conditions, Community Service Designation and Variances for a Reduction of the Required Front Yard South and Side Yard West, to Allow Installation of a Cellular Telephone Communications Monopole, with Associated Antennas, and to Erect an Electronics Equipment Building on the Subject Site, for Property Located at 1853 SE HIGHLAND ROAD

**MR. PEMBLE EXPLAINED HEARING PROCEDURE. BOB HALL PRESENTED STAFF REPORT. JOHN DuBAY RESPONSE TO EVIDENCE REQUEST OF FREDERIC CANN AND OBJECTION BY TIM RAMIS. BOARD COMMENTS AND DISCUSSION. MR. CANN TESTIFIED IN SUPPORT OF A REVERSAL OR REMAND OF THE PLANNING COMMISSION DECISION AND RESPONDED TO BOARD QUESTIONS. MR. RAMIS TESTIFIED IN OPPOSITION TO EVIDENCE SUBMITTED BY MR. CANN AND IN SUPPORT OF**

**AFFIRMING THE PLANNING COMMISSION DECISION. SPENCER VALE TESTIFIED IN SUPPORT OF A REVERSAL OR REMAND OF THE PLANNING COMMISSION DECISION AND RESPONDED TO BOARD QUESTIONS. BOARD COMMENTS. UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER ANDERSON, THE PLANNING COMMISSION DECISION WAS UNANIMOUSLY AFFIRMED. MR. PEMBLE ADVISED THE FINAL ORDER WOULD BE SUBMITTED FOR TUESDAY, APRIL 7, 1992.**

*There being no further business, the meeting was adjourned at 10:45 a.m.*

OFFICE OF THE BOARD CLERK  
for MULTNOMAH COUNTY, OREGON



Deborah L. Bogstad

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Tuesday, March 24, 1992 - 10:15 AM  
Multnomah County Courthouse, Room 602

**BOARD BRIEFING**

- B-1      *Improving Human Services for Low Income Hispanics in Multnomah County. Presented by Members of the Multnomah County Community Action Commission and Community Action Program Office.*

**CLARA PADILLA-ANDREWS, CAROLE MURDOCK, JAN SAVIDGE, LUANA SHIPP, DANA BROWN AND REY ESPANA  
PRESENTATION AND RESPONSE TO BOARD QUESTIONS.**

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Tuesday, March 24, 1992 - 11:15 AM  
Multnomah County Courthouse, Room 602

**AGENDA REVIEW**

- B-2      *Review of Agenda for Regular Meeting of March 26, 1992.*

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Tuesday, March 24, 1992 - 1:30 PM  
Multnomah County Courthouse, Room 602

**BOARD BRIEFING**

- B-3      *Board Discussion and Request for Policy Direction Regarding Plan for the Youth Empowerment and Employment Demonstration Project, Including Budgetary Impact. Presented by Harold Ogburn and Lorenzo Poe.*

**HAROLD OGBURN, LOLENZO POE AND JANA McLELLAN**

**PRESENTATION AND RESPONSE TO BOARD QUESTIONS  
AND DISCUSSION. CHAIR McCOY DIRECTED JJD STAFF  
TO OBTAIN INPUT FROM COALITION AND RETURN WITH  
MODIFIED PROJECT PLAN FOR BOARD BRIEFING ON  
TUESDAY, MARCH 31, 1992.**

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*Thursday, March 26, 1992 - 9:30 AM  
Multnomah County Courthouse, Room 602*

**REGULAR MEETING**

*Chair Gladys McCoy convened the meeting at 9:30 a.m., with Vice-Chair Sharron Kelley, Commissioners Pauline Anderson and Gary Hansen present.*

**CONSENT CALENDAR**

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED  
BY COMMISSIONER HANSEN, THE CONSENT CALENDAR  
(ITEMS C-1 THROUGH C-3) WAS UNANIMOUSLY  
APPROVED.**

**JUSTICE SERVICES**

**SHERIFF'S OFFICE**

- C-1      Class A Dispenser Liquor License Change of Ownership Application for BIFF'S SEAFOOD RESTAURANT, INC. Submitted by Sheriff's Office with Recommendation for Approval*
- C-2      Class A Dispenser Liquor License New Outlet Application for the ROYAL CHINOOK INN Submitted by Sheriff's Office with Recommendation for Approval*
- C-3      Package Store Liquor License Change of Ownership Application for DAVID'S MARKET Submitted by Sheriff's Office with Recommendation for Approval*

**REGULAR AGENDA**

**DEPARTMENT OF SOCIAL SERVICES**

- R-1      Request for Approval of a Notice of Intent to Apply for a VISTA Volunteer Program Grant to Enable the Alcohol and Drug Program Office to Receive the Services of Eight VISTA Volunteers to Perform Direct Community Based Support Services*

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED  
BY COMMISSIONER HANSEN, R-1 WAS UNANIMOUSLY  
APPROVED.**

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- R-2      Budget Modification DES #20 Authorizing Transfer of \$95,000 From Object Code 6140 to Object Code 8400 within the Information Services Division Telephone Fund*

*Budget*

Commissioner Rick Bauman arrived at 9:34 a.m.

**COMMISSIONER KELLEY MOVED AND COMMISSIONER ANDERSON SECONDED, APPROVAL OF R-2. BOARD COMMENTS AND DISCUSSION. COMMISSIONERS KELLEY AND ANDERSON WITHDREW THEIR MOTION AND SECOND. UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER ANDERSON, IT WAS UNANIMOUSLY APPROVED THAT R-2 BE CONTINUED TO THURSDAY, APRIL 2, 1992 IN ORDER TO ALLOW STAFF TO RESPOND TO QUESTION OF COMMISSIONER ANDERSON.**

R-3      *Second Reading and Possible Adoption of an ORDINANCE Amending Multnomah County Code Chapter 5.10.270*

**PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF THE SECOND READING AND ADOPTION. NO ONE WISHED TO TESTIFY. ORDINANCE 715 UNANIMOUSLY APPROVED.**

R-4      *Ratification of an Intergovernmental Agreement Between the Metropolitan Service District and Multnomah County, Providing a \$10,000 Grant for Wetland Enhancement and Restoration at Bybee-Howell Territorial Park*

**UPON MOTION OF COMMISSIONER ANDERSON, SECONDED BY COMMISSIONER KELLEY, R-4 WAS UNANIMOUSLY APPROVED.**

NON-DEPARTMENTAL

R-5      *Second Reading and Possible Adoption of an ORDINANCE Establishing a Process for Designating Interim Holders of Certain Elective Offices When Vacancies Occur, as Required by the Home Rule Charter*

**PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER HANSEN MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF THE SECOND READING AND ADOPTION. NO ONE WISHED TO TESTIFY. ORDINANCE 716 UNANIMOUSLY APPROVED.**

R-8      *RESOLUTION in the Matter of Seeking a Commitment of Federal Money to Replace with Specific Conditions 194 Units of Low Income Housing in Downtown Portland to be Lost through the Demolition of the Hamilton and Lownsdale Hotels*

**COMMISSIONER ANDERSON MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-8. BARBARA HINKLE, BILL MUIR AND NORMAN WENZEL TESTIMONY IN SUPPORT AND RESPONSE TO BOARD QUESTIONS AND**


**DISCUSSION. RESOLUTION 92-42 UNANIMOUSLY  
APPROVED.**

- R-6 *RESOLUTION in the Matter of the Proposed Consolidations of County and City of Gresham Road Organizations and Fleet Management.*
- R-7 *RESOLUTION in the Matter of Transfer of Roads Jurisdiction to the City of Gresham and Agreement on Maintenance for Those Roads*

**COMMISSIONER BAUMAN'S MOTIONS TO APPROVE ITEMS R-6 AND R-7 DIED FOR LACK OF SECONDS. MARGE SCHMUNK, SAM COX, PAUL THALHOFER, DAVID RIPMA AND ARLENE COLLINS TESTIMONY IN OPPOSITION TO CONSOLIDATION AND TRANSFER, AND RESPONSE TO BOARD QUESTIONS. COMMISSIONER ANDERSON READ STATEMENT URGING CONTINUED DISCUSSION OF PROPOSED CONSOLIDATION AND TRANSFER EFFORTS.**

*There being no further business, the meeting was adjourned at 10:17 a.m.*

**OFFICE OF THE BOARD CLERK  
for MULTNOMAH COUNTY, OREGON**

  
\_\_\_\_\_  
**Deborah L. Bogstad**



# MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS  
ROOM 606, COUNTY COURTHOUSE  
1021 S.W. FOURTH AVENUE  
PORTLAND, OREGON 97204

GLADYS McCOY •	CHAIR •	248-3308
PAULINE ANDERSON •	DISTRICT 1 •	248-5220
GARY HANSEN •	DISTRICT 2 •	248-5219
RICK BAUMAN •	DISTRICT 3 •	248-5217
SHARRON KELLEY •	DISTRICT 4 •	248-5213
CLERK'S OFFICE •		248-3277

## AGENDA

### MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

#### FOR THE WEEK OF

MARCH 23 - 27, 1992

Tuesday, March 24, 1992 - 9:30 AM - Planning Items. . . . .Page 2  
Tuesday, March 24, 1992 - 10:15 AM - Board Briefing . . . . .Page 2  
Tuesday, March 24, 1992 - 11:15 AM - Agenda Review. . . . .Page 2  
Tuesday, March 24, 1992 - 1:30 PM - Board Briefing. . . . .Page 3  
Thursday, March 26, 1992 - 9:30 AM - Regular Meeting. . . . .Page 3

Thursday Meetings of the Multnomah County Board of Commissioners are recorded and can be seen at the following times:

Thursday, 10:00 PM, Channel 11 for East and West side subscribers  
Friday, 6:00 PM, Channel 22 for Paragon Cable (Multnomah East) subscribers  
Saturday 12:00 PM, Channel 21 for East Portland and East County subscribers

Tuesday, March 24, 1992 - 9:30 AM

Multnomah County Courthouse, Room 602

PLANNING ITEMS

The Following March 2, 1992 Decisions of the Planning Commission are Reported to the Board for Acceptance and Implementation by Board Order:

P-1     CS 4-92     APPROVED, SUBJECT TO CONDITIONS, Requested Community Service Use Expansion for the American Hellenic Education Center Site, Located on Property at 32149 SE STEVENS ROAD

P-2     CU 5-92     APPROVED, SUBJECT TO CONDITIONS, Conditional Use Request for Development of a 1.65 Acre Lot of Record with a Non-Resource Related Single Family Dwelling, for Property Located at 16800 NW ELLIOTT ROAD

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P-3     CS 3-92  
HV 2-92     PUBLIC HEARING, ON THE RECORD, TEN MINUTES PER SIDE in the Matter of the February 3, 1992 Planning Commission Decision Approving, Subject to Conditions, Community Service Designation and Variances for a Reduction of the Required Front Yard South and Side Yard West, to Allow Installation of a Cellular Telephone Communications Monopole, with Associated Antennas, and to Erect an Electronics Equipment Building on the Subject Site, for Property Located at 1853 SE HIGHLAND ROAD

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Tuesday, March 24, 1992 - 10:15 AM

Multnomah County Courthouse, Room 602

BOARD BRIEFING

B-1     Improving Human Services for Low Income Hispanics in Multnomah County. Presented by Members of the Multnomah County Community Action Commission and Community Action Program Office. 1 HOUR REQUESTED.

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Tuesday, March 24, 1992 - 11:15 AM

Multnomah County Courthouse, Room 602

AGENDA REVIEW

B-2     Review of Agenda for Regular Meeting of March 26, 1992

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Tuesday, March 24, 1992 - 1:30 PM

Multnomah County Courthouse, Room 602

BOARD BRIEFING

- B-3 Board Discussion and Request for Policy Direction Regarding Plan for the Youth Empowerment and Employment Demonstration Project, Including Budgetary Impact. Presented by Harold Ogburn and Lorenzo Poe. 45 MINUTES REQUESTED.
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Thursday, March 26, 1992 - 9:30 AM

Multnomah County Courthouse, Room 602

REGULAR MEETING

CONSENT CALENDAR

JUSTICE SERVICES

SHERIFF'S OFFICE

- C-1 Class A Dispenser Liquor License Change of Ownership Application for BIFF'S SEAFOOD RESTAURANT, INC. Submitted by Sheriff's Office with Recommendation for Approval
- C-2 Class A Dispenser Liquor License New Outlet Application for the ROYAL CHINOOK INN Submitted by Sheriff's Office with Recommendation for Approval
- C-3 Package Store Liquor License Change of Ownership Application for DAVID'S MARKET Submitted by Sheriff's Office with Recommendation for Approval

REGULAR AGENDA

DEPARTMENT OF SOCIAL SERVICES

- R-1 Request for Approval of a Notice of Intent to Apply for a VISTA Volunteer Program Grant to Enable the Alcohol and Drug Program Office to Receive the Services of Eight VISTA Volunteers to Perform Direct Community Based Support Services

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-2 Budget Modification DES #20 Authorizing Transfer of \$95,000 From Object Code 6140 to Object Code 8400 within the Information Services Division Telephone Fund Budget
- R-3 Second Reading and Possible Adoption of an ORDINANCE Amending Multnomah County Code Chapter 5.10.270
- R-4 Ratification of an Intergovernmental Agreement Between the Metropolitan Service District and Multnomah County, Providing a \$10,000 Grant for Wetland Enhancement and Restoration at Bybee-Howell Territorial Park



NON-DEPARTMENTAL

- R-5 Second Reading and Possible Adoption of an ORDINANCE Establishing a Process for Designating Interim Holders of Certain Elective Offices When Vacancies Occur, as Required by the Home Rule Charter
- R-6 RESOLUTION in the Matter of the Proposed Consolidations of County and City of Gresham Road Organizations and Fleet Management. 10:00 AM TIME CERTAIN REQUESTED.
- R-7 RESOLUTION in the Matter of Transfer of Roads Jurisdiction to the City of Gresham and Agreement on Maintenance for Those Roads
- R-8 RESOLUTION in the Matter of Seeking a Commitment of Federal Money to Replace with Specific Conditions 194 Units of Low Income Housing in Downtown Portland to be Lost through the Demolition of the Hamilton and Lownsdale Hotels

DATE SUBMITTED: March 17, 1992

(For Clerk's Use)

Meeting Date MAR 26 1992

Agenda No. C-1

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: LIQUOR LICENSE

Informal Only\* \_\_\_\_\_  
(Date)

Formal Only \_\_\_\_\_  
(Date)

DEPARTMENT Sheriff's Office DIVISION \_\_\_\_\_

CONTACT Sergeant Kathy Ferrell TELEPHONE 251-2431

\*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sergeant Kathy Ferrell

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Attached is the Class A dispenser, change of ownership application for Biff's Seafood Restaurant, Inc. The applicant(s) Saied Moradi and Shapour Sajjadi have no criminal record and we recommend that the application be approved.

*4/3/92 original to Kathy Ferrell*

ACTION REQUESTED:

(☐) INFORMATION ONLY (☐) PRELIMINARY APPROVAL (☐) POLICY DIRECTION (☒) APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA Consent Agenda

IMPACT:

PERSONNEL

(☐) FISCAL/BUDGETARY

(☐) GENERAL FUND

Other \_\_\_\_\_

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, OR COUNTY COMMISSIONER: K. Ferrell

BUDGET / PERSONNEL \_\_\_\_\_ / \_\_\_\_\_

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) \_\_\_\_\_

OTHER \_\_\_\_\_  
(Purchasing, Facilities Management, Etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

KF/jlz/716-AINT

BOARD OF  
COUNTY COMMISSIONERS  
1992 MAR 19 AM 11:36  
MULTNOMAH COUNTY  
OREGON

cc4 ok  
**APPLICATION**

**STATE OF OREGON**  
**OREGON LIQUOR CONTROL COMMISSION**

Return To:

**GENERAL INFORMATION**

A non-refundable processing fee is assessed when you submit this completed form to the Commission (except for Druggist and Health Care Facility Licenses). The filing of this application does not commit the Commission to the granting of the license for which you are applying nor does it permit you to operate the business named below.

(THIS SPACE IS FOR OLCC OFFICE USE)	(THIS SPACE IS FOR CITY OR COUNTY USE)
<p>Application is being made for:</p> <p><input checked="" type="checkbox"/> DISPENSER, CLASS A</p> <p><input type="checkbox"/> DISPENSER, CLASS B</p> <p><input type="checkbox"/> DISPENSER, CLASS C</p> <p><input type="checkbox"/> PACKAGE STORE</p> <p><input type="checkbox"/> RESTAURANT</p> <p><input type="checkbox"/> RETAIL MALT BEVERAGE</p> <p><input type="checkbox"/> SEASONAL DISPENSER</p> <p><input type="checkbox"/> WHOLESALE MALT BEVERAGE &amp; WINE</p> <p><input type="checkbox"/> WINERY</p> <p>OTHER: _____</p> <p><input type="checkbox"/> Add Partner</p> <p><input type="checkbox"/> Additional Privilege</p> <p><input type="checkbox"/> Change Location</p> <p><input checked="" type="checkbox"/> Change Ownership to Corp</p> <p><input type="checkbox"/> Change of Privilege</p> <p><input type="checkbox"/> Greater Privilege</p> <p><input type="checkbox"/> Lesser Privilege</p> <p><input type="checkbox"/> New Outlet</p> <p><input type="checkbox"/> Other _____</p> <p>APPLICATION RECEIVED</p> <p>DEC 31 1991</p> <p>Larry P. Jackson OREGON LIQUOR CONTROL COMMISSION REGULATORY DIVISION</p>	<p>NOTICE TO CITIES AND COUNTIES: Do not consider this application unless it has been stamped and signed at the left by an OLCC representative.</p> <p>THE CITY COUNCIL, COUNTY COMMISSION, OR COUNTY COURT OF <u>MULTNOMAH COUNTY COMMISSIONERS</u> (Name of City or County)</p> <p>RECOMMENDS THAT THIS LICENSE BE: GRANTED <input checked="" type="checkbox"/> DENIED <input type="checkbox"/></p> <p>DATE <u>MARCH 26, 1992</u></p> <p>BY <u>Gladys McCoy</u> (Signature)</p> <p>TITLE <u>GLADYS MCCOY, BOARD CHAIR</u></p>

**CAUTION:** If your operation of this business depends on your receiving a liquor license, OLCC cautions you not to purchase, remodel, or start construction until your license is granted.

1. Name of Corporation, Partnership, or Individual Applicants:

- 1) Biff's Seafood Restaurant, Inc. 2) \_\_\_\_\_
- 3) \_\_\_\_\_ 4) \_\_\_\_\_
- 5) \_\_\_\_\_ 6) \_\_\_\_\_

(EACH PERSON LISTED ABOVE MUST FILE AN INDIVIDUAL HISTORY AND A FINANCIAL STATEMENT)

2. Present Trade Name Biff's Seafood Restaurant
3. New Trade Name Biff's Seafood Restaurant Year filed 1990  
with Corporation Commissioner
4. Premises address 12840 S.E. Stark St. Portland Multnomah Oregon 97233  
(Number, Street, Rural Route) (City) (County) (State) (Zip)
5. Business mailing address 12840 S.E. Stark St. Portland Oregon 97233  
(P.O. Box, Number, Street, Rural Route) (City) (State) (Zip)
6. Was premises previously licensed by OLCC? Yes X No \_\_\_\_\_ Year \_\_\_\_\_
7. If yes, to whom: Saied Moradi, SHAPOUR SAJJADI Type of license: DA
8. Will you have a manager: Yes X No \_\_\_\_\_ Name Saied Moradi  
(Manager must fill out individual History)
9. Will anyone else not signing this application share in the ownership or receive a percentage of profits or bonus from the business? Yes \_\_\_\_\_ No X
10. What is the local governing body where your premises is located? Portland, Ore. Multnomah County  
(Name of City or County)
11. OLCC representative making investigation may contact: Saied Moradi  
(Name)  
12840 S.E. Stark St. Portland, Or. 97233 252-9098  
(Address) (Tel. No. — home, business, message)

**CAUTION:** The Administrator of the Oregon Liquor Control Commission must be notified if you are contacted by anybody offering to influence the Commission on your behalf.

Applicant(s) Signature  
(In case of corporation, duly authorized officer thereof)

- 1) Saied Moradi President
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_
- 6) \_\_\_\_\_

DATE 12-20-91

DATE SUBMITTED: March 17, 1992

(For Clerk's Use)  
Meeting Date MAR 26 1992  
Agenda No. C-2

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: LIQUOR LICENSE

Informal Only\* \_\_\_\_\_  
(Date)

Formal Only \_\_\_\_\_  
(Date)

DEPARTMENT Sheriff's Office DIVISION \_\_\_\_\_

CONTACT Sergeant Kathy Ferrell TELEPHONE 251-2431

\*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD - Sergeant Kathy Ferrell

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Attached is the Class A Dispenser, new outlet application for the Royal Chinook Inn. The applicant(s) Michalene and Edward Stich have no criminal record and we recommend that the application be approved.

ACTION REQUESTED:

*4/3/92 original to Kathy Ferrell*

(☐) INFORMATION ONLY (☐) PRELIMINARY APPROVAL (☐) POLICY DIRECTION (☒) APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA Consent Agenda

IMPACT:

PERSONNEL

(☐) FISCAL/BUDGETARY

(☐) GENERAL FUND

Other \_\_\_\_\_

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, OR COUNTY COMMISSIONER: K. Ferrell

BUDGET / PERSONNEL \_\_\_\_\_ / \_\_\_\_\_

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) \_\_\_\_\_

OTHER \_\_\_\_\_  
(Purchasing, Facilities Management, Etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

KF/j1z/716-AINT

CLERK OF  
COUNTY COMMISSIONERS  
1992 MAR 19 AM 11:36  
MULTNOMAH COUNTY  
OREGON

170 CC 4

APPLICATION

STATE OF OREGON  
OREGON LIQUOR CONTROL COMMISSION

Return To:

GENERAL INFORMATION

A non-refundable processing fee is assessed when you submit this completed form to the Commission (except for Druggist and Health Care Facility Licenses). The filing of this application does not commit the Commission to the granting of the license for which you are applying nor does it permit you to operate the business named below.

(THIS SPACE IS FOR OLCC OFFICE USE)	(THIS SPACE IS FOR CITY OR COUNTY USE)
Application is being made for: <input checked="" type="checkbox"/> DISPENSER, CLASS A <input type="checkbox"/> DISPENSER, CLASS B <input type="checkbox"/> DISPENSER, CLASS C <input type="checkbox"/> PACKAGE STORE <input type="checkbox"/> RESTAURANT <input type="checkbox"/> RETAIL MALT BEVERAGE <input type="checkbox"/> SEASONAL DISPENSER <input type="checkbox"/> WHOLESALE MALT BEVERAGE & WINE <input type="checkbox"/> WINERY OTHER: <u>52600</u> <u>James</u>	NOTICE TO CITIES AND COUNTIES: Do not consider this application unless it has been stamped and signed at the left by an OLCC representative.  THE CITY COUNCIL, COUNTY COMMISSION, OR COUNTY COURT OF <u>MULTNOMAH COUNTY COMMISSIONERS</u> (Name of City or County) RECOMMENDS THAT THIS LICENSE BE: GRANTED <u>X</u> DENIED _____  DATE <u>MARCH 26, 1992</u> BY <u>Gladys McCoy</u> (Signature) TITLE <u>GLADYS MCCOY, BOARD CHAIR</u>
APPLICANT RECEIVED FEB 10 1992	

CAUTION: If your operation of this business depends on your receiving a liquor license, OLCC cautions you not to purchase, remodel, or start construction until your license is granted.

1. Name of Corporation, Partnership, or Individual Applicants:

- 1) William C. North 2) \_\_\_\_\_  
3) \_\_\_\_\_ 4) \_\_\_\_\_  
5) \_\_\_\_\_ 6) \_\_\_\_\_

Each person listed above must file an individual history and a financial statement

2. Present Trade Name Royal Oak Inn

3. New Trade Name Same Year filed \_\_\_\_\_ with Corporation Commissioner

4. Premises address 2605 NE Corbett Hill Rd Corbett Multnomah Oregon 97019  
(Number, Street, Rural Route) (City) (County) (State) (Zip)

5. Business mailing address Same  
(P.O. Box, Number, Street, Rural Route) (City) (State) (Zip)

6. Was premises previously licensed by OLCC? Yes X No \_\_\_\_\_ Year 1991

7. If yes, to whom: Michael + Edward Stitch Type of license: PA

8. Will you have a manager: Yes \_\_\_\_\_ No X Name \_\_\_\_\_  
(Manager must fill out Individual History)

9. Will anyone else not signing this application share in the ownership or receive a percentage of profits or bonus from the business? Yes \_\_\_\_\_ No X

10. What is the local governing body where your premises is located? Multnomah County  
(Name of City or County)

11. OLCC representative making investigation may contact: Wm North (Name)  
2605 NE Corbett Hill Rd - Corbett, Ore (Address) 695-2511 (Tel. No. — home, business, message)

CAUTION: The Administrator of the Oregon Liquor Control Commission must be notified if you are contacted by anybody offering to influence the Commission on your behalf.

DATE 2-18-92

Applicant(s) Signature  
(In case of corporation, duly  
authorized officer thereof)

William C. North

- 2) \_\_\_\_\_  
3) \_\_\_\_\_  
4) \_\_\_\_\_  
5) \_\_\_\_\_  
6) \_\_\_\_\_

DATE SUBMITTED: March 11, 1992

(For Clerk's Use)  
Meeting Date MAR 26 1992  
Agenda No. C-3

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: LIQUOR LICENSE

Informal Only\* \_\_\_\_\_  
(Date)

Formal Only \_\_\_\_\_  
(Date)

DEPARTMENT Sheriff's Office DIVISION \_\_\_\_\_

CONTACT Sergeant Kathy Ferrell TELEPHONE 251-2431

\*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sergeant Kathy Ferrell

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Attached is the Package Store Change of Ownership application for David's Market. The applicant, David Lee, has no criminal record, and we recommend that the application be approved.

ACTION REQUESTED:

*4/3/92 original to Kathy Ferrell*

(☐) INFORMATION ONLY (☐) PRELIMINARY APPROVAL (☐) POLICY DIRECTION (☒) APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA Consent Agenda

IMPACT:

PERSONNEL

(☐) FISCAL/BUDGETARY

(☐) GENERAL FUND

Other \_\_\_\_\_

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, OR COUNTY COMMISSIONER: K. Ferrell

BUDGET / PERSONNEL \_\_\_\_\_ / \_\_\_\_\_

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) \_\_\_\_\_

OTHER \_\_\_\_\_  
(Purchasing, Facilities Management, Etc.)

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

KF/elc/710-AINT

BOARD OF  
COUNTY COMMISSIONERS  
MULTI-COUNTY  
OREGON  
61 APR 16 AM 10:19  
1992

## APPLICATION

STATE OF OREGON  
OREGON LIQUOR CONTROL COMMISSION

Return To:

## GENERAL INFORMATION

A non-refundable processing fee is assessed when you submit this completed form to the Commission (except for Druggist and Health Care Facility Licenses). The filing of this application does not commit the Commission to the granting of the license for which you are applying nor does it permit you to operate the business named below.

(THIS SPACE IS FOR OLCC OFFICE USE)	(THIS SPACE IS FOR CITY OR COUNTY USE)
Application is being made for: <input type="checkbox"/> DISPENSER, CLASS A <input type="checkbox"/> DISPENSER, CLASS B <input type="checkbox"/> DISPENSER, CLASS C <input checked="" type="checkbox"/> PACKAGE STORE <input type="checkbox"/> RESTAURANT <input type="checkbox"/> RETAIL MALT BEVERAGE <input type="checkbox"/> SEASONAL DISPENSER <input type="checkbox"/> WHOLESALE MALT BEVERAGE & WINE <input type="checkbox"/> WINERY OTHER: <u>Ed in Food 501 #2091</u> <input type="checkbox"/> Add Partner <input type="checkbox"/> Additional Privilege <input type="checkbox"/> Change Location <input checked="" type="checkbox"/> Change Ownership <input type="checkbox"/> Change of Privilege <input type="checkbox"/> Greater Privilege <input type="checkbox"/> Lesser Privilege <input type="checkbox"/> New Outlet <input type="checkbox"/> Other APPLICATION RECEIVED MAR 9 1992 OREGON LIQUOR CONTROL COMMISSION REGULATORY DIVISION	NOTICE TO CITIES AND COUNTIES: Do not consider this application unless it has been stamped and signed at the left by an OLCC representative.  THE CITY COUNCIL, COUNTY COMMISSION, OR COUNTY COURT OF <u>MULTNOMAH COUNTY COMMISSIONERS</u> (Name of City or County)  RECOMMENDS THAT THIS LICENSE BE: GRANTED <u>X</u> DENIED _____  DATE <u>MARCH 26, 1992</u>  BY <u>Gladys McCoy</u> (Signature) TITLE <u>GLADYS MCCOY, COMMISSION CHAIR</u>

**CAUTION:** If your operation of this business depends on your receiving a liquor license, OLCC cautions you not to purchase, remodel, or start construction until your license is granted.

- Name of Corporation, Partnership, or Individual Applicants:  
 1) CHI YONG KO 2) \_\_\_\_\_  
 3) \_\_\_\_\_ 4) \_\_\_\_\_  
 5) \_\_\_\_\_ 6) \_\_\_\_\_  
 (EACH PERSON LISTED ABOVE MUST FILE AN INDIVIDUAL HISTORY AND A FINANCIAL STATEMENT)
- Present Trade Name DAVID'S MARKET
- New Trade Name SAME Year filed 1989  
 with Corporation Commissioner
- Premises address 12217 S.E. FOSTER RD. PORTLAND MULTNOMAH OR 97236  
 (Number, Street, Rural Route) (City) (County) (State) (Zip)
- Business mailing address SAME  
 (P.O. Box, Number, Street, Rural Route) (City) (State) (Zip)
- Was premises previously licensed by OLCC? Yes X No \_\_\_\_\_ Year 92
- If yes, to whom: DAVID LEE Type of license: P.S.
- Will you have a manager: Yes \_\_\_\_\_ No X Name \_\_\_\_\_  
 (Manager must fill out Individual History)
- Will anyone else not signing this application share in the ownership or receive a percentage of profits or bonus from the business? Yes \_\_\_\_\_ No X
- What is the local governing body where your premises is located? Multnomah County  
 (Name of City or County)
- OLCC representative making investigation may contact: CHI YONG KO  
 (Name)  
12217 S.E. FOSTER RD Bus: 761-7627  
 (Address) (Tel. No. — home, business, message)  
PORTLAND, OR. 97236 H.M.: 1-206-254-2565

**CAUTION:** The Administrator of the Oregon Liquor Control Commission must be notified if you are contacted by anybody offering to influence the Commission on your behalf.

Applicant(s) Signature  
 (In case of corporation, duly  
 authorized officer thereof)

1) Chi Yong Ko  
 2) \_\_\_\_\_  
 3) \_\_\_\_\_  
 4) \_\_\_\_\_  
 5) \_\_\_\_\_  
 6) \_\_\_\_\_

Meeting Date: MAR 26 1992

Agenda No.: R-1

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Approval of a Notice of Intent for a VISTA Grant Application

BCC Informal \_\_\_\_\_ (date) \_\_\_\_\_ BCC Formal \_\_\_\_\_ (date) \_\_\_\_\_

DEPARTMENT Social Services DIVISION Social Services

CONTACT Kathy Tinkle TELEPHONE 248-3691

PERSON(S) MAKING PRESENTATION Ardys Craghead/ Gary Smith

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 Minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Approval of a Notice of Intent for a VISTA Grant Application from the Multnomah County Social Services Division Alcohol and Drug Program Office. There are no funds involved with this grant. The Social Services Division Alcohol and Drug Program Office will receive the services of eight VISTA Volunteers effective upon approval of the application. The volunteers will perform direct community based support services.

*4/3/92 original applications to Kathy Tinkle*

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

DEPARTMENT MANAGER *Ardys Craghead*

(All accompanying documents must have required signatures)

MULTNOMAH COUNTY  
BOARD OF  
COUNTY COMMISSIONERS  
1992 MAR 19 AM 8:33  
OREGON



MULTNOMAH COUNTY NOTICE OF INTENT

DATE: March 9, 1992

TO: BOARD OF COUNTY COMMISSIONERS

DEPARTMENT AND CONTACT PERSON: Social Services Division, Norma Jaeger

GRANTOR AGENCY: VISTA

BEGINNING DATE OF GRANT: When Approved

PROJECT TITLE: VISTA Volunteer Program

PROJECT DESCRIPTION/GOALS: The intended purpose of the VISTA project will be to mobilize specific minority communities to develop necessary community based support services which will result in more minority youth avoiding or delaying onset of alcohol and other drug problems achieving ongoing, stable recovery and linkage with other life skill services to break the cycle of addiction and poverty. One particular emphasis is upon mobilizing recovering members of minority communities so that they can share the strength and skills of their own recovery with those, particularly young people, who are still dependent upon alcohol or other drugs and to mobilize those who are involved with the dependent person to be a means of intervention.

		Direct/Indirect	
PROJECT ESTIMATED BUDGET:	FEDERAL SHARE	\$	/
	STATE SHARE	\$	/
	LOCAL SHARE	\$	/
	TOTAL	\$	/

EXPLANATION OF LOCAL SHARE: (explain indirect costs, hard-match, in-kind, etc.)  
 The Alcohol and Drug Program Office will provide transportation for the volunteers to perform their services via County motor pool or public transportation. The estimated annual cost for transportation is \$5,000.

SPECIFY REPORTING AND/OR BILLING REQUIREMENTS OF GRANTOR AND WHO REPORTS:  
 FINANCE \_\_\_\_\_ DEPARTMENT \_\_\_\_\_ IF DEPT. REPORTS, INDICATE REASONS

N/A

GRANT DURATION AND FUTURE RATIO: (INDICATE AMOUNT OF COUNTY MATCH PER YEAR)  
 Two years

ADVANCE REQUESTED \_\_\_\_\_ YES N/A NO, IF NOT INDICATE REASON.

PERSONNEL DETAIL  
(Use appropriate County  
classification with yearly  
costs.)

FULL TIME

FRINGE

TOTAL

N/A

EXPLAIN MATERIALS AND SERVICES AND CAPITAL EXPENDITURES WITH  
TOTAL DOLLAR AMOUNTS

N/A

COMMENTS

GRANT MANAGER

Norma Jaeger 3-9-92  
Signature Date

BUDGET DIVISION

Carol Williams 3-17-92  
Signature Date

FINANCE DIVISION

\_\_\_\_\_  
Signature Date

PERSONNEL DIVISION

\_\_\_\_\_  
Signature Date

DEPARTMENT DIRECTOR

Andy Craighead 3/10/92  
Signature Date



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
SOCIAL AND FAMILY SERVICES DIVISION  
ADMINISTRATIVE OFFICES  
426 S.W. STARK ST., 6TH FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3691  
FAX (503) 248-3379

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## M E M O R A N D U M

TO: Gladys McCoy,  
Multnomah County Chair

VIA: Ardys Craghead, Interim Director *Ardys*  
Department of Social Services

FROM: Gary Smith *Gary* Director  
Social Services Division

DATE: February 25, 1992

SUBJECT: Approval of a Vista Grant Application

RECOMMENDATION: Social Services Division recommends Chair approval of a two year Vista Grant application. The effective date will be determined after the application and approval process are completed.

ANALYSIS: There are no funds involved with this grant application. The Social Services Division Alcohol and Drug Program Office will receive the services of eight VISTA Volunteers. The volunteers will first receive training and orientation in the Alcohol and Drug Program office and then perform direct community based support services at various locations in the county concentrating on easy accessibility to our County's minority population.

BACKGROUND: The goal of breaking the cycle of addiction and poverty, with emphasis on the minority community, is a high priority in this Division. The efforts of the volunteers gained through VISTA should provide a significant step toward the vital community based support necessary to achieve that goal.

Since no money is involved, Board approval of this application is not required.

# VISTA PROJECT APPLICATION

For ACTION use only:

DATE RECEIVED:

PROJECT NO.

PROGRAM EMPHASIS AREA(S)

## 1. APPLICANT ORGANIZATION

Name Multnomah County Alcohol and Drug Prog.

Address 426 SW Stark St., 6th Floor

City Portland State Oregon Zip Code 97204

Area Code/Telephone No. 503 248-3691

## AGENCY DIRECTOR NAME

Gary Smith

Title Director Social Services

## 2. PROJECT DIRECTOR

Name Norma Jaeger

Title Alcohol and Drug Program Manager

Address (If different from above)

City Portland State Oregon Zip Code 97204

Area Code/Telephone No. 503 248-3691

## 3. TYPE OF APPLICANT

- |                      |                                   |
|----------------------|-----------------------------------|
| A. State             | G. Special Purpose District       |
| B. Interstate        | H. Community Action Agency        |
| C. Substate District | I. Higher Educational Institution |
| D. County            | J. Indian Tribe                   |
| E. City              | K. Other (Specify)                |
| F. School District   |                                   |

Enter appropriate letter in box

D

4. Total number of VISTA  
Volunteers requested:

8

## 5. Congressional District Number(s):

- a. of Sponsor 3  
b. of VISTA Project Sites 1  
c. Name each county in which Volunteers will serve: Multnomah

## 6. Was your organization previously a VISTA Sponsor?

Yes ☐ No ☒ If yes, specify:

No. of volunteers: 1

Year(s): 1991

## 7. Was your organization previously assigned VISTA Volunteer(s)?

Yes ☐ No ☒ If yes, specify:

No. of volunteers: 1

Year(s): 1991

## 8. Is application subject to review by State Executive Order 12372 process?

☐ Yes, this application was made available to the State Executive Order 12372 Process for review on: 1/27/92

State Application Identifier No. (assigned by State): 1001-0098

☐ No, Program is not covered by E.O. 12372, or

☐ No, Program has not been selected by State for review.

## 9. Is the applicant delinquent on any Federal debt?

Yes ☐ No ☒  
If "yes," attach an explanation.

**Certification:** The undersigned certify (1) that the filing of this application has been duly authorized by the governing body of the applicant organization; (2) that if approved as a VISTA Sponsor, the organization agrees to assume responsibility in the community(ies) served for the development, implementation, and management of the VISTA Volunteer activities and the projects at which they serve; and (3) that the organization accepts the obligation to comply with the statutes and regulations, policies, and the terms and conditions pertinent to this program.

Note that falsification or concealment of a material fact, or submission of false, fictitious or fraudulent statements or representations to any department or agency of the United States Government may result in a fine of not more than \$10,000 or imprisonment for not more than five (5) years, or both. (18 U. S. Code section 1001.)

SIGNATURES: (Original signatures in blue ink required)

SIGNATURE OF ORGANIZATION/AGENCY DIRECTOR

SIGNATURE OF GOVERNING BODY CHAIRPERSON  
(if applicable)

DATE

DATE

2/27/92

3/26/92

**SECTION I. BACKGROUND INFORMATION**  
(Answer all questions only in the space provided.)

1. Briefly describe the sponsoring organization's purpose and major program accomplishments; experience with the problems to be addressed by the VISTA Volunteers; and experience in the use of local volunteers.

See attached.

2. Total Financial Resources of Sponsoring Organization 8,200,000

SOURCE OF FUNDS:	CURRENT FUNDING LEVEL	
	Total Dollar Amount	Amount Allocated to VISTA Project
Federal	1,612,000	
State	5,100,000	
Local Government	1,405,000	5,000 (mileage)
Other (Specify)	83,000	
Total	8,200,000	

- 2a. Are any of your resources presently provided by ACTION? If so, please specify name of program and funding level.

No.

- 2b. Will there be a major change in your funding level over the next 12 months? If so, please explain.

Not anticipated.

3. Required sponsor documentation to be attached to Project Application.

REQUIRED

3a. New Applications	Nonprofit	Public Agencies
Copy of Articles of Incorporation	YES	NO
Tax exempt status: either IRS determination or copy of application to IRS for exemption	YES	NO
Organizational chart showing relationship of the VISTA project in the organization	YES	YES
Specific Letters of Support for the VISTA project	YES	YES
List of current Board of Directors, showing their names, addresses, and organizational or community affiliations, indicating how many members represent the low-income population (If less than 51% of the Board of Directors represents the low-income community, the sponsor must form a separate VISTA Advisory Council with at least 51% of the membership representing the low-income community.)	YES	NO
Resume of the Director of the sponsoring agency or the potential project supervisor if nominated and job description	YES	YES
3b. Renewal Applications		
Resubmit any documents in item 3a if there is a change, including Articles of Incorporation	YES	YES
Updated letters of support (include letter from Board of Directors or VISTA Advisory Council on commitment of future resources to VISTA project to aid in achieving self-sufficiency)	YES	YES

## Section I. Background Information

### 1. Briefly describe the sponsoring organization's purpose and major program accomplishments; experience with the problems to be addressed by the VISTA Volunteers; and experience in the use of local volunteers.

Multnomah County's Alcohol and Drug Program office plans for, implements and administers a variety of funding for community alcohol and drug abuse prevention intervention and treatment programs primarily for low income people.

In addition to contracting for a continuum of alcohol and drug abuse treatment services funded by state, federal and local resources, major initiatives in the past three years have included:

- a) developing a community wide prevention program.
- b) comprehensive drug treatment for pregnant addicted women including female offenders identified in the County jail.
- c) evaluation, referral and care management for families with child abuse problems related to alcohol/drug abuse.
- d) drug abuse day treatment services for homeless youth.
- e) linkage of drug treatment with primary health care services.
- f) alcohol/drug services for individuals at high risk of HIV infection.
- g) initial recruitment of minority parents to be trained to deliver a parent education program to strengthen their ability to prevent alcohol/drug use in their children.

Grassroots services to youth, especially minorities have been less well developed, hence this application for VISTA Volunteers. The Alcohol/Drug Program Manager has three years of previous experience in supervising VISTA Volunteers.

## Section II. Problem Identification and Analysis

### Problem No. I.

**1. and 2. Provide an overview of the purpose of VISTA project which includes: Overall population statistics of the service area; percentage of low-income people; what VISTA Volunteers are requested to do; how the low-income community will benefit from the VISTA project. State in quantifiable and measurable terms the specific problem the VISTA project will address, including the number of low-income people directly affected by the problem.**

The intended purpose of the VISTA project will be to mobilize specific minority communities to develop necessary community based support services which will result in more minority youth avoiding or delaying onset of alcohol and other drug problems achieving ongoing, stable recovery and linkage with other life skill services to break the cycle of addiction and poverty. One particular emphasis is upon mobilizing recovering members of minority communities so that they can share the strength and skills of their own recovery with those, particularly young people, who are still dependent upon alcohol or other drugs and to mobilize those who are involved with the dependent person to be a means of intervention.

#### PROBLEM STATEMENT

Portland, Oregon has a reputation nationally, as well as regionally, as a community with a high standard of living and outstanding quality of life for its citizens. To some degree Portland is a victim of its own image and public relations. There are significant problems associated with poverty in this community.

#### Community Characteristics

Multnomah County is the most urban of Oregon Counties with a population of 583,500. Of the overall County population, 75% reside in Portland, the largest city. Portland Public Schools has a student population of 54,904. AS one indicator of socioeconomic status, 7,682 students (14%) meet eligibility criteria for Chapter 1 services. Six of the Districts High Schools have Chapter 1 programs. At these schools the percentage of eligible students from low income families ranges from 18.7% to 34.8%. At the middle school level, the range of eligible low income students in schools with Chapter 1 programs is from 22.1% to 53.8%. At several elementary schools, low income students comprise almost 80% of enrollment. Unemployment in the county is 5.6%. In our target community neighborhoods it is much higher. A Housing Authority of Portland study (1989) estimates Portland's homeless population at 17,000. 630 of these are homeless youth living on the streets and another estimated 600 are runaway youth who, though on the street, could arguably return home. 3,300 of the homeless are children living with one or both parents.

## Alcohol and Drug Abuse Issues

One of the most serious problems facing neighborhoods who are battling poverty is the problem of alcohol and drug abuse. While alcohol and drug abuse problems are by no means restricted to low income, poverty communities, evidence is mounting that poverty plays a significant role as an increased risk factor for serious alcohol and drug problems and that poverty communities are disproportionately impacted by alcohol and drug problems. This is of heightened concern when the victims of such problems are young people for whom alcohol and other drug problems interfere with the most important and basic developmental tasks of adolescence, not the least of which involves educational and vocational development.

## Racial/Cultural Co-factors

Compounding the problems of poverty is the issue of racial/ethnic status. With specific regard to alcohol and other drug problems, minority youth are more likely to receive treatment focused assistance for alcohol and other drug problems later, if at all, and instead to be dealt with as a behavior problem including school exclusion and involvement with the juvenile justice system.

For example in 1990, while the overall population of youth ages 12-17 was comprised of 77.7% European American, 9.5% African American, 1.2% Native American, 4.2% Asian American and 4% Hispanic, the distribution in public outpatient alcohol and drug treatment services was 92% European American, 5% African American, 1% each Native American, Asian and Hispanic. However, for one cohort of data (Fourth Quarter 1990) on juveniles admitted to short term detention the distribution was 61% European American, 30% African American, 1% Native American 2% Asian, 2% Hispanic (4% not identified by race).

## Indicators of Youth Alcohol or other Drug Problems in the Community:

The Oregon State Alcohol and Drug Program carries out a biennial survey of student alcohol and drug use. This survey addresses self-reported use, abuse and dependency on alcohol and other drugs for eighth and eleventh graders in schools throughout Oregon. Portland data shows 15.8% of eighth graders and 37.2% of eleventh graders using alcohol at least once per month 2.1 % of eighth graders and 14.4% of eleventh graders using marijuana monthly and 2.2% of eleventh graders using cocaine monthly.

Of 923 youth evaluated for alcohol or other drug abuse problems in the Juvenile Justice system, 66% were assessed as having a serious enough problem to warrant some type of treatment service.

Of 464 Portland Public School students referred for alcohol and other drug assessments in a nine month period, 269 actually completed such assessments and of these 110 were identified as needing treatment for moderate to high level of use.

Of 600 youth in Portland identified among the cities homeless population 30% are identified as needing alcohol and other drug treatment.

For individuals admitted to short term juvenile detention (fourth quarter 1990) urine drug screens showed 8% marijuana, 11% cocaine. The same study, with corresponding self reported use, within the previous 30 days, showed:



alcohol- 65%, marijuana-40%, crack-6%, cocaine-3% amphetamines and LSD each 1%. 28% of the same cohort reported having sold drugs and 24% reported gang membership (primarily Bloods or Crips, California based gangs which migrated to Portland to expand their drug market).

Because there are relatively few resources for treatment for low income youth for alcohol or other drug problems (10 residential beds, 20 day treatment slots and 127 outpatient slots) identification of youth with problems in need of such treatment has been hit and miss. A recent juvenile federal grant estimated (conservatively) the number of youth needing publicly supported treatment to be 1,200 per year.

#### Needs Beyond Treatment to Deal with Alcohol and Drug Problems among Youth

Additional issues must be considered in attempting to design an adequate response to alcohol and drug problems among low income youth. The federal Department of Health and Human Services, Alcohol, Drug Abuse and Mental Health Administration, Office of Treatment Improvement recently published the results of their study of treatment improvement needs for youth. Among the needs they identified were provision of aftercare and transition services, consideration of the specific cultural and economic realities of clients being served and community participation to assure the delivery of acceptable services. There is evidence both in the literature on youth treatment and adult treatment that in-treatment variables account for the minor part of drug use levels, long term. Post-treatment factors, including such services as aftercare and transition services and other support services such as sober recreation and socialization, vocational services and other ongoing life-skills account for up to 80% of the outcome.

Within the literature on effective prevention strategies it has been found that parents do (can) play an even more crucial role in delaying the onset of use of alcohol and other drugs than peers.

It is planned for VISTA volunteers to play a key role in recruitment and support of minority families to participate in a parent training program. This program based upon a program called Preparing for the Drug Free Years will assist parents to be a strong and effective force against the involvement with alcohol and other drugs. This will also involve recruitment and mobilization of community organizations, business and churches to be a part of this effort.

### **3. If VISTA Volunteers will be assigned to organizations other than yours, list those organizations, and provide a letter of support from the Board of Directors of each organization.**

During initial implementation planning, the most appropriate organizations, serving specific minority communities, will be finalized for volunteer assignment. There are several organizations interested in having a volunteer assigned and in working on this project, but it is critically important to negotiate these placements with adequate input from our Advisory Committee and the affected communities.

**4. If other organizations are addressing the problem described in item 2, indicate any plans to coordinate the VISTA project with these organizations.**

Among potential VISTA volunteer placements are the following:

Transition Projects, in collaboration with Catholic Family Services, recently began serving East Multnomah low income Hispanic residents who are experiencing problems associated with alcohol and other drugs. It is envisioned that at least one VISTA Volunteer could be outstationed at their office or with Catholic Family Services to provide grassroots intervention, help establish 12-Step groups and assist in mobilizing the community, including direct work in East Multnomah County Labor Camps.

Mainstream Youth Program, a major alcohol and drug prevention and treatment agency in the community, has staff located in two public housing developments, an inner city African American community facility (the King facility) and at the juvenile court. This agency would be a potential volunteer placement, facilitating close integration with treatment resources.

The Housing Authority of Portland (HAP) has received a federal HUD drug elimination grant directed at Portland's public housing developments. We are working with HAP to include parent training and youth leadership among low-income persons in those developments. A VISTA volunteer could be assigned to the drug elimination office.

The American Indian Association of Portland is a very attractive potential assignment to assist in identifying ways to engage Native American youth in these efforts. Sponsors Organized to Assist Refugees (S.O.A.R.) serving Southeast Asian refugees is another umbrella organization which may be an appropriate site.

The project sponsor, together with the VISTA Steering Committee, will continue working to identify the most appropriate and accessible minority-serving or controlled organizations with whom to place the eventual volunteers. If initially, no one organization in the community seems appropriate, the sponsor will provide ongoing space and support for volunteer(s). However, the philosophy of the project is for volunteers to be in the minority community being served as soon as possible.

### Section III. VISTA Project Work Plan

#### Planned Period of Work and Accomplishment

Goal I. To develop community based points of intervention for minority youth so that they are offered alcohol and drug treatment at the earliest appropriate points in their alcohol/drug use.

First quarter and ongoing

#### Objectives

- A. Establish working relationship and networks with inner city school staff, juvenile court, police, churches, agencies, businesses, etc.. in order to respond to calls for intervention services.
- B. Assist neighborhood centers, agencies, churches, etc. to identify and develop other community intervention points.
- C. Train above groups in recognizing when intervention is needed.

Goal II. To assure stable 12-Step recovery support groups for minority youth newly in recovery.

Second quarter and ongoing

#### Objectives

- A. Identify where recovering minority youth live.
- B. Recruit and support recovering minority youth to establish accessible 12-Step groups with younger membership.
- C. Outreach to minority youth in or leaving treatment to participate in the groups.
- D. Schedule site and time for 12-Step group; provide refreshments and security as needed.

Goal III. To recruit minority, alcohol and drug free, transitional housing including recovering proctor homes (specialized foster homes and self-governing, group recovery homes for youth.

Third quarter and ongoing

#### Objectives:

- A. Mobilize local churches in locating and recruiting recovering adults to provide proctor homes.
- B. Mobilize and support African American and Indian grandparents for foster care or proctor home care.
- C. Develop support groups for proctor home adults.
- D. Facilitate training opportunities for these families.

- E. Coordinate with Housing Authority of Portland to provide drug free youth residences in housing developments.
- F. Explore application of self-governing group residence as resource for youth.

Goal IV. To mobilize community participation and support for sober socialization and recreation opportunities for recovering minority youth.

Fourth quarter and ongoing

Objectives:

- A. Coordinate with existing organizations which provide socialization for low income youth (i.e. Police Activities League, Boys and Girls Clubs, Portland Parks and Recreation) in order to assure their understanding of the needs of recovering youth.
- B. Solicit contributions/tickets for cultural/sporting events from local merchants and traditional service clubs.
- C. Develop regular sober socialization opportunities for youth residing in public housing developments.
- D. Develop cultural specific recreational opportunities (i.e. an athletic "challenge course" combined with spiritual time for urban Indian youth).
- E. Explore strengthening linkage with Police Activities League.

Goal V. To mobilize the community to identify further needs to support the recovery opportunities for minority youth.

Fourth quarter and ongoing

Objectives:

- A. Meet with young people, in the classroom, youth completing treatment, etc.. to determine their needs.
- B. Share those needs with various grassroots organizations in order to enlist their help.
- C. Develop mechanisms for their ongoing participation in planning.

Goal VI. To provide opportunities for recovering minority youth to share their own strengths and skills in recovery with other minority youth.

Fourth quarter and ongoing

Objectives:

- A. Establish quarterly youth forums in community based sites (churches, service centers, etc..) which focus on recovering youth.
- B. Explore development of a local cable youth talk show to do the same.
- C. Mobilize recovering youth to do 12th Step Outreach with other youth through a structured process.

Goal VII. To assist the minority community further assess its own needs and identify and develop resources for dealing with alcohol and drug abuse issues among its youth and develop ongoing structures for continued planning and implementation.

Fourth quarter and ongoing

Objectives:

- A. Identify existing minority organizations.
- B. Coordinate with these groups (Urban League, Hispanic Roundtable, American Indian Association of Portland, etc..) to enlist further planning and grassroots program development.

Goal VIII. Recruit and train low income minority parents in Preparing for the Drug Free Years Workshops.

Third quarter and ongoing

Objectives:

- A. Recruit participation among AFDC case managers, residents of housing developments, churches, etc.
- B. Provide training at no/low cost by persons of color already trained to conduct the workshops.
- C. Organize ongoing support groups for participants of the training.

Goal IX. Recruit and support minority youth to attend Oregon Teen Leadership Institute (OTLI).

Third quarter and ongoing

Objectives:

- A. Recruit low income and recovering minority youth.
- B. Revise current OTLI curriculum for recovering youth.
- C. Solicit scholarship funds from local businesses.
- D. Facilitate ongoing support and utilization for these youth when they return from the OTLI.

## SECTION IV. VISTA VOLUNTEER ASSIGNMENT

### 1. Sponsor's Name

Multnomah County Alcohol and Drug Program

### 2. Location (City, State)

426 SW Stark, 6th Floor; Portland, Oregon 97204

### 3. Geographic Area(s) of Volunteer Assignment

Multnomah County, Oregon

### 4. Number of Volunteers required for this assignment.

Total of eight hired over two year period.

### 5. Briefly describe sponsoring organization and VISTA Project.

The purpose of the Alcohol and Drug Program is to reduce and prevent alcohol and drug dependency with a special emphasis on low income youth, minorities, pregnant women, public inebriates and those involved with the criminal justice system. Almost all services are contracted out to community agencies which include: detoxification, residential care, outpatient counseling, education, and consultation. Inadequate resources, however, exist for low income youth. This VISTA project will mobilize low income communities of color to develop a continuum of services appropriate to the needs of those youth experiencing problems with alcohol and other drugs, and to work to prevent alcohol and drug problems.

### 6. Identify the problem(s) described in SECTION II to which assignment relates.

Number of low income students.

Alcohol and other drug abuse among low income youth.

Punitive rather than therapeutic response to youth of color experiencing problems with alcohol and other drugs.

Inadequate treatment and post treatment resources for youth.

Limited sober recreation opportunities.

Lack of alcohol and drug free residential options.

Sporadic efforts to empower low income communities and youth.

### 7. List responsibilities (tasks and activities) of the VISTA Volunteer(s) working under this Assignment Description which relate to the objectives of the VISTA Project Work Plan in Section III.

Mobilize communities of color (e.g. African Americans in northeast Portland, Hispanics in East County, Urban Indian, etc.) to recognize problems youth are experiencing with alcohol and other drugs, support and develop grassroots efforts and services which respond to their needs and implement strategies for continuation of those efforts.

**8. List essential VISTA Volunteer skills and qualifications.**

Knowledge of cultural and ethnic differences and needs.

Ability to communicate effectively.

Ability to establish trust among low income persons of color.

Ability to guide and counsel youth effectively.

Ability to work as a VISTA volunteer team member and receive supervision.

Valid Oregon driver's license or ability to use public transportation.

**9. Indicate any factors ACTION should be aware of when assigning disable Volunteers to this project. Indicate whether services to be provided are accessible to the disabled members of the community.**

All county and county contracted agencies buildings are accessible to disabled persons.

## **Section V. Community Involvement in Project**

### **1. Describe in specific terms how the low-income people the project proposes to serve are being included in the planning, development, and implementation of the project.**

Residents in Portland's low income housing developments have participated in the development of this application, most notably those living at Columbia Villa and Iris Court. Resident Council representatives will serve on the Project's Advisory Council to assure that the Volunteer's work directly impacts low income youth. Volunteers will also report quarterly to these Resident Councils to update them on the Project's accomplishments and obtain their suggestions for future programming. The Police Activities League and Portland Parks and Recreation Department, each of whom provide sports and recreational opportunities for low income youth will be similarly engaged. Community based organizations serving or operated by minority community members and minority persons committed to alcohol/drug abuse prevention and treatment have provided guidance as to minority youth needs and promising approaches both individually and through the Project Steering Committee.

### **2. What specific steps will the sponsor take to generate (a) the commitment of private sector resources and (b) the recruitment of volunteers from the community to help carry out the VISTA Project's activities?**

In addition to the the efforts described in the attached letters of support, the sponsor will recruit service organization support (i.e. Kiwanis, Chamber of Commerce, Junior League, etc..). Examples of their involvement could include scholarships to youth leadership camps, tickets to cultural/recreational events, mentorship, bus tickets, etc.. Businesses and labor organizations will be recruited as well. Volunteers will be recruited through local churches, the Urban League, Hispanic Roundtable, Volunteer Board, American Indian Association of Portland and by personal contacts with members of the various minority communities who are personally committed to alcohol/drug abuse prevention and treatment. The Regional Drug Initiative, a Community Partnership Project, will assist in recruitment and in support of the project.



## **Section VI. VISTA Project Management and Support**

### **1. Describe in specific terms how your organization will recruit qualified VISTA Volunteers to serve on the project. If you need ACTION recruitment assistance, please indicate what type.**

The sponsor's networking efforts with low income minority communities has already identified ten people interested in becoming volunteers. The project's intent has been announced at several advisory board meetings, agency meetings and community coalitions in an effort to recruit volunteers. Announcements will also be publicized in the "Oregonian" and smaller community newspapers and flyers. The County's Personnel Department recruitment process will additionally be engaged.

### **2. Describe plans for the daily supervision of VISTA Volunteers. Specify whether supervision will be full-time, part-time, or delegated to other organizations where Volunteers will be assigned. Attach job description(s) and resume(s) of the person(s) who will have major responsibility for supervising the VISTA Volunteers assigned to this project.**

Daily, full time supervision of the Volunteers will be initially provided by a staff member of the County Alcohol and Drug Program in order to assure broad orientation to the projects purpose, training and community networking. Once this orientation (or approximately two months) is completed, continued supervision may be shared with organizations to whom volunteers are assigned. However, bi-weekly volunteer meetings will be scheduled with all Volunteers to coordinate with and monitor project progress and development.

### **3. Describe the on-the-job transportation needs of the Volunteers and your plans for meeting those needs.**

- a. Geographic area in which Volunteers will have to travel: 465 square miles
- b. Estimated cost:  
Three transporation options will be made available to the Volunteers:
  - (1) Private vehicle at 27 1/2¢ per mile
  - (2) County vehicle
  - (3) Public transporation (bus passes)
- c. Indicate how costs of on-the-job transportation will be covered.  
Multnomah County Alcohol and Drug Program will fund transportation trips.

**4. Describe your plans to recognize and publicize the project's accomplishments, including the work of the VISTA Volunteers and support provided by community volunteers and the private sector.**

Periodic feature articles will be submitted to local newspapers, magazines, and electronic media.

Brief presentations will be made before elected bodies (Board of County Commission, City Council, etc..) who will memorialize the volunteers' efforts.

Volunteers will be featured on local cable talk shows to recognize their accomplishments and provide opportunity for the community to become involved in the project.

**5. Describe how your organization and/or other community agencies will provide on-the-job training and technical assistance to the VISTA Volunteers as needed to carry out their assignments.**

At a minimum all volunteers will receive the following on the job training:

- 1/2 day orientation to Multnomah County
- 5 day training in Alcohol and Drug Dependency
- 3 day training in Counseling Youth with Substance Abuse Problems
- 1 day training in Cultural Diversity
- 5 day training in Multicultural Alcohol and Drug Issues
- 5 day orientation to community agencies working in alcohol and drug field.

Paid attendance at the following conferences:

- Preparing for the Drug Free Years - Train the Trainer (3 days)
- Annual State Prevention Conference (4 days)
- Oregon Teen Leadership Institute (5 days)
- Ongoing training specific to each volunteer's specific work assignment

[5036Z]

**NORMA D. JAEGER**

1523 NE 57th Street  
Portland, OR 97213  
Work: (503) 248-3691  
Home: (503) 281-9468

**GENERAL SUMMARY:** Masters degree in health services management, twenty-five years in social and health programs, including twenty years in program planning, management and evaluation.

**EDUCATION:**

B.A. - Social Sciences	Boise College
M.S. - Health Services Management	Whitworth College
Additional graduate work in counseling, research and administration	Idaho State University

**PROFESSIONAL EXPERIENCE:**

Program Manager	Multnomah County Department of Human Services
May 1986 - Present	Alcohol and Drug Programs

Management of subcontracted alcohol and drug abuse services totaling over six million dollars. Responsible for needs assessment and planning, contract negotiation and monitoring, quality assurance and utilization review, and coordination of community services to address alcohol and drug abuse. Management of program budget and professional staff and provision of staff support for a twenty member planning council. Representation of County human services in a variety of community planning and coordination activities. Planning and development of prevention programs including programs for pregnant substance abusers, AIDS outreach and prevention, and adolescent alcohol/drug prevention programs.

Program Specialist	Idaho Department of Health and Welfare
July 1981 - May 1986	Region I/II Substance Abuse Services

Conducted needs assessment and planning for alcohol and drug abuse treatment services for a ten county area; developed and negotiated contracts totaling over \$500,000; evaluated program performance and contract compliance; provided management and program development consultation and technical assistance; and managed a client-based outcome evaluation system to determine treatment effectiveness. Organized and served as Executive Director for the Inland Empire Addictions Treatment Study Group, Inc., and developed regional prevention programs including region-wide services for Children of Alcoholics and Student Assistance Programs. Developed and co-facilitated three-day trainings for educators and other youth agency personnel on intervention in adolescent alcohol and drug problems and organized intervention courses for educators and coaching personnel offered through the University of Idaho.

Health Programs Manager  
July 1979 - July 1981

Idaho Department of Health and Welfare  
Region II Health Programs

Managed regional Substance Abuse, Emergency Medical and Medical Social Review Services; served as liaison to area-wide health planning agencies and public health services and organized the first employee health promotion/employee assistance program for the Department's employees throughout the region. Initiated the system of contracting for alcohol and drug abuse services and established and managed the resulting contracted services.

Health Planner  
April 1976 - July 1979

Idaho Department of Health and Welfare  
Health Planning and Resource Development

Managed and staffed a thirty member statewide planning council; reviewed and recommended approval or disapproval of applications for federal funds for health projects; conducted planning and policy analysis studies; planned and coordinated training programs, public information, and public hearings. Served as Assistant to the Bureau Chief (1977) and Planning Section Director (1978).

Senior Program Director  
September 1973 - April 1976

Idaho Department of Health and Welfare  
Region IV Mental Health Services

Organized and directed Central Administration Program including budget and financial management, federal grant management, contract negotiation and monitoring, personnel administration and quality assurance. Responsible for new program development which included a community intervention program, a rehabilitation program, a proposed statewide Children's Treatment Program and a reorganization of the inpatient services.

#### RELATED EXPERIENCE SUMMARY:

Six years (1967-1973) direct counseling, psychotherapy and social casework experience in family services, social welfare and mental health settings, both institutional and community based. Development and supervision of mental health day treatment services and chemical dependency treatment services. Development of a coordination system between a community mental health center and the state hospital and established a community mental health nursing project field training project. Treasurer and member of the Board of Directors of the Oregon Institute of Addiction Studies; Steering Committee of (Portland) Regional Drug Initiative; member of Regional Drug Initiative Task Force; member of Legislative Interim Workgroup-Alcohol and Drug Treatment in Pregnancy; member of Oregon Council on Alcoholism and Drug Addiction; Deputy Governor, National Association of Mental Health Administrators. Provided training and consultation in marketing human services and taught college courses in management.



**MULTNOMAH  
COUNTY**

## PROGRAM MANAGER - ALCOHOL AND DRUG

DEADLINE: December 20, 1985

### THE POSITION

The Alcohol and Drug Program Manager is a key administrative position within the Social Services Division and participates as a member of the Division's top level management team. This position is directly responsible for the administration and operation of the Alcohol and Drug Program Office, involving areas of contracting, budget, personnel, advocacy and provision of community-based alcohol and drug service delivery systems. This management position is expected to initiate coordination of County-wide alcohol and drug services, as well as represent the Division in related issues.

### TO QUALIFY

Master's Degree in public administration, clinical psychology, social work, public health administration, business administration or related discipline, and five (5) years of program management experience in human services, public administration or related fields. Specific education and experience in complex alcohol and drug or mental health programs is desirable.

### THE EXAMINATION

The examination consists of an oral interview weighted 100 percent. Only the most qualified applicants, based on an evaluation of training and experience as shown by responses to the supplemental application questions, will be scheduled for an interview.

### THE APPLICATION

Applicants must complete a standardized Multnomah County application form as well as submit responses to Supplemental Application questions. The supplemental questions should be submitted in the following format:

On separate sheet(s) of paper, type or print your social security number and the title of the examination for which you are applying and respond to each of the following examination items individually and completely; number your responses to correspond with the items; explain or describe any experience (paid or unpaid) and training related to each item; attach the separate sheets to your application. If you do not respond to the items in this manner, your application will not be evaluated and will be disqualified from the examination process.

(over)

### SUPPLEMENTAL APPLICATION QUESTIONS

1. Describe your experience in managing complex programs (include organizational setting, size of staff, number of subcontracts and any other relevant information).
2. Describe the manner in which you think provider agencies, citizen groups, the State and the County should relate in order to plan and operate an effective alcohol and drug service system in Multnomah County.
3. Approximately one-quarter of all alcohol treatment funds in Multnomah County are spent on services for disaffiliated public inebriates. Describe your experience with this population. Identify those factors which are important to successfully treating this client population. Describe the relationship you would seek to maintain between treatment and law enforcement agencies as it pertains to this client population.
4. State statutes require Multnomah County to maintain a local alcohol and drug planning committee. Describe the role and responsibilities that you would expect this advisory committee to perform.
5. Describe your experience in preparing annual budget requests, managing a cost reimbursement and/or fee-for-service reimbursement system involving subcontractors, and responding to fiscal and/or audit problems of subcontractors.

### RESUMES

Resumes may be submitted but will not be considered as a substitute for the required standard and supplemental applications for this position.

### EQUAL EMPLOYMENT OPPORTUNITY

All applicants will receive consideration for appointment without regard to race, religion, color, national origin, sex, age, marital status, handicap, political affiliations, or any other nonmerit factor. Special accommodations and/or assistance will be gladly provided for any applicant with sensory or nonsensory impairments, upon request, at the telephone number listed below.

### WHERE TO APPLY

Multnomah County Courthouse  
Room 134  
1021 SW Fourth Avenue  
Portland, OR 97204  
(503) 248-5015

Apply no later than 4:30 PM, Friday, December 20, 1985

## RESUME

DOROTHY LYNN HINGSON  
19344 S.W. MARLIN  
LAKE OSWEGO, OREGON 97034  
503-620-8329

\* \* \* \* \*

## EDUCATION

Portland State University Portland, Oregon General Studies	B.S. - 1963
Willamette University Salem, Oregon Speech and Communications	M.A. - 1967
Portland State University Portland, Oregon Public Administration	1980 - 1982

\* \* \* \* \*

## PROFESSIONAL EXPERIENCE

ADMINISTRATION/MANAGEMENT; Social Services Division, Multnomah County,  
1976-Present

County Prevention Coordinator and Team Leader.  
Contract Management for Developmental Disabilities Program.  
Social Services Division, Multnomah County, 1976-present.  
Program development and quality assurance functions  
including all Division Request for Proposal (RFP)  
activities and contract management.  
Nonprofit Board Development and Training.  
County Liaison: Designated and implemented  
deinstitutionalization program for Multnomah County at  
Dammasch State Hospital. Division representative to a  
variety of publics (City of Portland, United Way, State of  
Oregon, counties, media).  
Policy and Procedure Development: Preparation of Division  
manuals on contract management, purchase of services,  
planning and evaluation.  
Media Relations: Preparation of reports and news  
releases, and management of Division media contracts.  
Special Reports: Conducted and reported on studies of  
homelessness. Position papers on numerous social service  
issues.

Planning: Emergency/disaster response contingencies.

Interagency Facilitation: Implementation of Task Force recommendations regarding Potentially Dangerous Mentally Ill.

Contract Management: \$4.5 million contracts with community agencies providing mental health services.

Program Development: Developed case management program for chronically mentally ill adults; supervised staff of 10 mental health professionals.

Developed 24-hour crisis intervention service (Metro Crisis Interventions, Inc.) for Multnomah county involving coalition of 5 agencies.

Developed and administered local psychiatric inpatient contract program. Conducted study and survey of 13 local general hospital emergency room psychiatric services.

**LABOR RELATIONS ASSISTANT;** Labor Relations Division, Multnomah County, 1974-76

Administration and interpretation of eight collective bargaining unit agreements.

Co-negotiation of AFSCME contracts.

Designed and conducted contract administration course for managers and supervisors.

Investigation and resolution of all county grievances for arbitration.

Trial preparation for grievance arbitration before Merit System Council.

**TRAINING SPECIALIST;** Personnel Division, Multnomah County, 1972-74

Designated and conducted 40-hour course on Principles of Supervision for line county supervisors.

Designated and conducted workshops on EEO and Affirmative Action principles for supervisors.

Conducted requested seminars on time management, disciplinary action, departmental reorganization, motivational theory, dealing with public complaints, interstaff communication and organizational development.

Assisted newly formed personnel department in preparing ordinances, gathering EEOC, FLSA, AA, and OSHA regulations, development of OSHA manual.

**EVALUATION SPECIALIST;** Program and Evaluation Unit, Multnomah County, 1971-73

Evaluation and report preparation of several County social service programs for Board of County Commissioners.

Federal grant writing.

Conducted various studies and reports at the request of the Commission.

**ASSISTANT COORDINATOR;** Wichita Falls State Hospital, Wichita Falls, Texas, 1968-1971

Administered Intensive Treatment Unit for chronically mentally ill adults. Training and supervision of 30 staff. Volunteer recruitment and training.

Speaker's Bureau development.



FOSTER HOME SPECIALIST; Washington State Department of Public Welfare, Pierce County - 1968-1970

Recruitment, licensing and review of stable home environments for foster children.  
Liaison to Juvenile Court.

PERSONNEL ASSISTANT; Microwave Electronics (Teledyne), Palo Alto, California, 1964-1966

Pre-employment interviews.  
Orientation of all new personnel (union and professional).  
Coordination of all company benefits.

\* \* \* \* \*

### COMMUNITY SERVICE

**COUNCILLOR**

Rivergrove City Council  
Rivergrove, Oregon  
(Term of Office: 1985-present)

**MEMBER**

Portland City Club (1983-Present) Law and Public Safety  
Standing Committee

Christ Episcopal Church (Vestry Member)

American Society of Public Administrators

National Association of Prevention Professionals and  
Advocates

Oregon Federation of Parents

Oregon Prevention Resource Center Board

**FORMER BOARD MEMBER**

Portland Action Committees Together

League of Women Voters

Linfield-Good Samaritan School of Nursing

Portland Junior League

**AWARDS**

Recipient of three National Association of  
Counties (NACo) awards

**PROGRAM DEVELOPMENT SPECIALIST**  
(Nonexempt/Classified)

**DEFINITION**

To provide research, planning, design, development, implementation, monitoring and evaluation of programs, projects or grants.

**DISTINGUISHING CHARACTERISTICS**

This is the full journey level class within the Program Development Specialist series. Employees within this class are distinguished from the Program Development Technician by the performance of the full range of duties as assigned including the research, design, development, implementation, monitoring and evaluation of programs, projects or grants. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. This class is distinguished from the Senior Program Development Specialist in that the latter is responsible for organizational policy, procedure and program analysis, planning and development at the department level; and for the coordination of interdivisional and interagency special projects.

**SUPERVISION RECEIVED AND EXERCISED**

Receives direction from assigned management and supervisory staff.

May exercise functional and technical supervision over assigned professional, technical and clerical staff.

**EXAMPLES OF DUTIES** - Duties may include, but are not limited to, the following:

Plan and develop program descriptions, policies, procedures, budgets and systems; finalize and monitor operational details of program.

Recommend policy goals and objectives for program area, interpret policy and procedures, assure compliance, and monitor non-compliance and take appropriate action.

Research funding sources, develop grant applications and write proposals.

Review and screen RFP's for sub-contracted services and make recommendations to management.

Design, revise, negotiate and monitor contracts or grants; submit proposals, obtain financing of programs.

Review and approve contract agency budget; monitor expenditures.

Prepare operational and/or technical reports for use in evaluation and program development.

Develop, implement and maintain computer-based contract tracking system.

Participate in contract compliance review; administer quality assurance program; make on-site visits; develop and maintain measurable program objectives; review and process license applications.

## **PROGRAM DEVELOPMENT SPECIALIST**

Page 2

### **EXAMPLES OF DUTIES (Continued)**

Monitor and review payment authorizations, authorize payment for services; grant waivers.

Investigate complaints; resolve problems and clarify issues concerning services.

Provide technical assistance and consultation to service providers, agencies and County staff.

Develop information resources and materials; arrange and publicize meetings, schedule speakers; conduct workshops and training.

Conduct research in areas of specialty, as assigned; gather and compile data and information; prepare reports and make recommendations.

Attend and/or participate in meetings and conferences; make presentations to citizens groups and funding sources; serve as liaison between County and funding sources, other County agencies and the public.

Develop and/or monitor legislation having an impact on programs; prepare policy statements on legislative topics.

Perform related duties as assigned.

### **QUALIFICATIONS**

#### Knowledge of:

Methods and techniques of program research, design, development, implementation, monitoring and evaluation.

Principles and practices of contract monitoring.

Grant writing techniques.

Methodologies of program assessment and evaluation.

Principles and procedures of record keeping and reporting.

Basic report preparation techniques.

English usage, spelling, grammar and punctuation.

Basic mathematical principles.

Pertinent Federal, State and local laws, codes and regulations.

Methods and techniques of program planning.

Resources available necessary to plan, develop, and administer programs in areas of specialty.

Administrative rules pertaining to contracting processes (RFP, contractor selection requirement, etc.)

Small group dynamics and effective consensus building.

## PROGRAM DEVELOPMENT SPECIALIST

Page 3

### QUALIFICATIONS

#### Ability to:

Analyze data.

Work effectively with people of diverse ethnic and socio/economic backgrounds.

Learn and apply applicable Federal, State and local laws, rules, regulations and policies.

Communicate clearly and concisely, both orally and in writing.

Gain cooperation through discussion and persuasion.

Assess program needs, develop policies and write plans for implementation of program objectives.

Develop and administer programs through contracts, grants and/or cooperative agreements.

Analyze program goals and objectives to determine compliance or non-compliance and take appropriate action.

Identify program deficiencies or delivery problems and develop corrective action strategies in support of goals.

Develop, assess and award RFQ and RFPs.

Effectively analyze data and results of evaluative research.

Coordinate multiple concurrent programs.

Represent Division in public and private meetings and other gatherings related to areas of specialty.

Express ideas and thoughts effectively and persuasively in public.

Coordinate the work of others and provide functional and technical supervision both inside and outside the agency in meeting program goals, objectives and outcomes.

Interpret and apply applicable Federal, State and local laws, rules, regulations and policies.

Make recommendations for policy, procedure and outcome changes.

Conduct feasibility studies.

Conduct ad hoc meetings.

#### Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

**PROGRAM DEVELOPMENT SPECIALIST**

Page 4

Experience:

One year of responsible program planning, development or evaluation experience.

**AND**

Training:

Equivalent to a Bachelor's degree from an accredited college or university with major course work in social work, sociology, public health, English, journalism, business administration or public administration or a related field.

7154OP

BUDGET MODIFICATION NO. DES 420\* Continued to  
4/2/92(For Clerk's Use) Meeting Date MAR 26 1992  
Agenda No. R-21. REQUEST FOR PLACEMENT ON THE AGENDA FOR MARCH 26, 1992  
(Date)DEPARTMENT DESDIVISION ISDCONTACT JIM MUNZTELEPHONE 248-3749

\*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD \_\_\_\_\_

**SUGGESTED****AGENDA TITLE** (to assist in preparing a description for the printed agenda)BUDGET MODIFICATION TRANSFERRING \$95,000 FROM OBJECT CODE 6140 TO OBJECT  
8400 IN THE TELEPHONE FUND BUDGET.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This budget modification will transfer \$95,000 from object 6140 to object 8400 in fund/agency/orgn 402-030-7990.

In January of this year, U.S. West changed the tariff charges for basic services. In order to take advantage of the lower costs which are now available, it is necessary to upgrade the PBXs at four locations to support ISDN T-1 transport. This will allow us to replace 56 individual lines with 4 high capacity lines. These upgrades were scheduled for next year, but the cost savings make it advantageous to do the upgrades this year. The savings which result will be passed on to County departments and divisions in the form of lower rates for voice telecommunications services next year.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of \_\_\_\_\_) \$ \_\_\_\_\_  
(Date)

After this modification \$ \_\_\_\_\_

Originated By \_\_\_\_\_

Date \_\_\_\_\_

Department Director \_\_\_\_\_

Date \_\_\_\_\_

Finance/Budget \_\_\_\_\_

Date \_\_\_\_\_

Employee Relations \_\_\_\_\_

Date \_\_\_\_\_

Board Approval Smc

Date \_\_\_\_\_

EXPENDITURE  
TRANSACTION EB [ ]

GM [ ] TRANSACTION DATE \_\_\_\_\_

ACCOUNTING PERIOD \_\_\_\_\_

BUDGET FY \_\_\_\_\_

Document Number	Action Fund Agency	Organi- zation Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
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		402 030	7990		6140		(95,000)		
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		402 030	7990		8400		95,000		
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TOTAL EXPENDITURE CHANGE

TOTAL EXPENDITURE CHANGE

## REVENUE

TRANSACTION RB [ ]

GM [ ] TRANSACTION DATE \_\_\_\_\_

ACCOUNTING PERIOD \_\_\_\_\_

BUDGET FY \_\_\_\_\_

Document Number	Action Fund Agency	Organi- zation Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub- Total	Description
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TOTAL REVENUE CHANGE

TOTAL REVENUE CHANGE

MAR 26 1992

R-3

Meeting Date MAR 19 1992

Agenda No.: R-5

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Amend MCC 5.10.270 Public Land Corner Preservation Fund

BCC Informal \_\_\_\_\_ (date) BCC Formal \_\_\_\_\_ (date)

DEPARTMENT Environmental Services DIVISION Transportation

CONTACT Dennis V. Fantz TELEPHONE 248-5050

PERSON(S) MAKING PRESENTATION Dennis Fantz

ACTION REQUESTED:

/ INFORMATIONAL ONLY / POLICY DIRECTION /X APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 10 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: YES

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

An Ordinance to amend MCC 5.10.270 to provide that the public land corner preservation fee be collected after December 31, 1992. There will be no change to the \$3.00 per document fee or to the particular documents assessed. This Ordinance will continue to fund an existing program.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

DEPARTMENT MANAGER 

(All accompanying documents must have required signatures)

DFRJ0133.ORD


# 715 3/30/92 copies to ordinance distribution list  
4/3/92 copies to  
Dennis Fantz  
CLERK OF BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1992 MAR 10 PM 4:42





OFFICE MEMORANDUM . . . DEPARTMENT OF ENVIRONMENTAL SERVICES

TO: Board of County Commissioners

FROM: Paul Yarborough, Director   
Department of Environmental Services

DATE: February 26, 1992

SUBJECT: An Ordinance for The Public Land Corner Preservation Fund to  
continue the fee assessed against deed recordings

Multnomah County Code 5.10.270 describes the rules for The Public Land Corner Preservation Account. Section (E) of the above code stops the fee on December 31, 1992, unless a new ordinance authorizes collection of the fee after that date. It is necessary that the collection of the fee be continued to fund the Public Land Corner Program.

The current \$3.00 fee will provide \$260,000 for the fund based on an average of 87,000 assessable recordings per year. The 1990/91 revenue was \$261,800. This fee is adequate to fund our Public Land Corner Program.

The work program for Public Land Corners has been very effective in protecting those corners in the developing areas within the county. All of the corners located in the rural and forest areas will have been visited by July 1993 (within a five year cycle). The mid-county sewer project has been completed in most areas that disturbed corners, but still requires 10% of our program. The State Highway Division and the cities within Multnomah County have been cooperative in our corner program.

We plan to have the ordinance before the Board by early April.

DFRJ0134.MEM

ORDINANCE FACT SHEET

Ordinance Title: Ordinance amending MCC 5.10.270 -  
Public Land Corner Preservation Fund

Give a brief statement of the purpose of the ordinance (include the rationale for adoption of ordinance, description of persons benefited, and other alternatives explored).

This Ordinance will amend the County Code to continue the fee schedule to fund the ongoing public Land Corner Preservation Program. This program protects the land boundary corners that all property in Multnomah County is based upon and has been in operation for over four years. The amount of the fee remains the same.

What other local jurisdictions in the metropolitan area have enacted similar legislation?

Washington County, Clackamas County, Lane and Marion County's have similar fees and programs.

What has been the experience in other areas with this type of legislation?

Most counties have a good corner preservation program.

What is the fiscal impact, if any?

This fee provides \$260,000 per year to fund the program.

(If space is inadequate, please use other side)

SIGNATURES:

Person Filling Out Form: Dennis Fantz

Planning & Budget Division (if fiscal impact): No change

Department Manager/Elected Official: 

DFRJ0133.ORD

percent of the building permit fee, to be collected at the time the permit is issued, provided, however, that no fee for zoning inspection of one- and two-family dwellings shall exceed \$25.00. Zoning inspection fees are payable upon permit issuance. [Ord. 126 § 8 (1976); Ord. 195 § 8 (1979); Ord. 278 § 4 (1981); Ord. 378 § 2 (1983); Ord. 467 § 3 (1985)]

**5.10.260. Fees for mechanical code enforcement.**

[Ord. 126 § 3 (1976); Rpld. by Ord. 256 § 5 (1980)]

**5.10.265. Fee for filing and indexing map of survey.**

Each filing of a map of survey shall be accompanied by a fee of \$20.00.

[Ord. 290 § 2 (1981); Ord. 378 § 3 (1983); Ord. 467 § 4 (1985)]

**5.10.270. Public land corner preservation account.**

(A) Findings. The Oregon legislature has authorized the creation of a public corner restoration fund by passing House Bill 2549.

(B) In addition to any other fees required by law, there will be a fee of \$3.00 charged for all of the following instruments:

- (1) Deeds and mortgages of real property, powers of attorney and contracts affecting the title to real property, authorized by law to be recorded, assignments thereof and of any interest therein when properly acknowledged or proved and other interests affecting the title to real property;
- (2) Certificates of sale of real property under execution or order of court, or assignments thereof or of any interest therein when properly acknowledged or proved;
- (3) Certified copies of death certificates of any person appearing in the county records as owning or having a claim or interest in land in the county;
- (4) The fee will not be imposed for the re-recording of any instruments specified in this section.

(C) Document list and appeal. The county surveyor shall prepare a list of documents which are subject to the fee. In addition, the county surveyor may review any document presented for recording to determine whether it properly comes within the terms of subsection (B). The decision of the county surveyor may be appealed in writing to the director of environmental services. Such appeal must be filed within 14 days and state the grounds for appellant's position that the fee should not be charged. The decision of the director is final.

(D) All fees collected pursuant to subsection (B) of this section will be deposited to the credit of the public land corner preservation fund for use only to pay expenses incurred or authorized by the Multnomah County surveyor in the establishment, reestablishment and maintenance of the corners of government surveys under ORS 209.070(5) and (6).

(E) The fee imposed by subsection (B) of this section shall not be collected for documents filed after December 31, 1992, unless prior to that time the board of county commissioners adopts an ordinance authorizing collection of the fee after December 31, 1992.

[Ord. 496 §§ 1-4 (1986); Ord. 563 § 2 (1987)]

**5.10.275. County surveyor fees.**

(A) For services required by ORS 92.100(3) in connection with plats of partitions within the corporate limits of any city, the fee will be \$90.00.

(B) For services required by ORS 209.255 in connection with affidavits of correction of any recorded survey map or narrative, the fee will be \$30.00.

(C) For services required by ORS 100.115 in connection with reclassification or withdrawal of variable property from unit ownership as provided in ORS 100.115(1) or (2), or removal of property from any condominium plat as provided in ORS 100.600(2), the fee will be \$100.00.

(D) For services required by ORS 92.170 in connection with affidavits of correction of any recorded subdivision plat or partition plat, and for affidavits of correction of any recorded condominium plat, or any condominium floor plan re-

1                               BEFORE THE BOARD OF COMMISSIONERS

2                               FOR THE COUNTY OF MULTNOMAH

3                               ORDINANCE NO. 715

4               An Ordinance amending Multnomah County Code Chapter 5.10.270.

5               Multnomah County ordains as follows:

6       Section 1. Findings.

7               1.     ORS Chapter 203 authorized the county to create a public land  
8       corner preservation fund in order to fund the establishment, re-establishment  
9       and maintenance of corners of government surveys.

10              2.     The county created this fund in MCC 5.10.270. It is funded by  
11       fees collected for recording certain documents with the county recorder.

12              3.     MCC 5.10.270 (E) stops the collection of the fee on December 31,  
13       1992, unless the county adopts an ordinance authorizing collection after that  
14       date.

15              4.     The county code section that establishes the fund should be  
16       amended by deleting subsection (E) to provide for the fee to be collected  
17       after December 31, 1992.

18       Section 2. Amendments.

19              MCC 5.10.270 (E) is hereby repealed.

20              [(E) The fee imposed by subsection (B) of this section shall not be  
21       collected for documents filed after December 31, 1992, unless prior to that  
22       time the Board of County Commissioners adopts an Ordinance authorizing  
23       collection of the fee after December 31, 1992.]

24       [Ord. 496 §§ 1-4 (1986); Ord. 563 § 2 (1987)].

1 Adopted this 26th day of March, 1992, being the date of its  
2 second reading before the Board of County Commissioners of Multnomah County,  
3 Oregon.



4  
5  
6 By Gladys McCoy  
7 Gladys McCoy, Chair  
8 Multnomah County, Oregon

9 REVIEWED:

10 LAURENCE KRESSEL, County Counsel  
11 for Multnomah County, Oregon

12  
13  
14 By: John L. DuBay  
15 John L. DuBay  
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# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 302062

Amendment #

<b>CLASS I</b> <input type="checkbox"/> Professional Services under \$10,000	<b>CLASS II</b> <input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<b>CLASS III</b> <input checked="" type="checkbox"/> Intergovernmental Agreement <b>RATIFIED</b> <b>Multnomah County Board</b> <b>of Commissioners</b> <b>R-4 MARCH 26, 1992</b>
---	---	---

Contact Person Charles Ciecko/Dan Kromer Phone 248-5050 Date 2/4/92

Department Environmental Services Division Parks Services Bldg/Room 425

Description of Contract Intergovernmental Agreement between Multnomah County Parks Services Division and METRO to accept a grant of \$10,000 for wetland enhancement/restoration at Bybee-Howell Territorial Parks

RFP/BID # \_\_\_\_\_ Date of RFP/BID \_\_\_\_\_ Exemption Exp. Date \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is ☐ MBE ☐ WBE ☐ QRF

Contractor Name METRO

Mailing Address 2000 SW First Avenue  
Portland, OR. 97201-5398

Phone (503) 221-1646

Employer ID # or SS # \_\_\_\_\_

Effective Date Upon Execution

Termination Date \_\_\_\_\_

Original Contract Amount \$ 10,000

Amount of Amendment \$ \_\_\_\_\_

Total Amount of Agreement \$ 10,000

## Payment Term

- ☐ Lump Sum \$ \_\_\_\_\_
- ☐ Monthly \$ \_\_\_\_\_
- ☒ Other \$ On project completion 8-31-92
- ☐ Requirements contract - Requisition required
- Purchase Order No. \_\_\_\_\_
- ☐ Requirements Not to Exceed \$ \_\_\_\_\_

## REQUIRED SIGNATURES:

Department Manager [Signature]

Date 2-7-92

Purchasing Director [Signature]  
(Class II Contracts Only)

Date \_\_\_\_\_

County Counsel [Signature]

Date 2/11/92

County Chair/Sheriff [Signature]

Date 2/11/92

VENDOR CODE			VENDOR NAME						TOTAL AMOUNT	\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	330	030	5350			8300					
02.											
03.											

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE

## INSTRUCTIONS FOR COMPLETING CONTRACT APPROVAL FORM .

1. **CLASS I, CLASS II, CLASS III** - Check off appropriate class of contract in one of the three columns on the top of the form.
2. **CONTRACT #** - To be issued by designated person in each Division or call Purchasing to get a number.
3. **AMENDMENT #** - Sequential numbering to original contract as changes are made and approved.
4. **DESCRIPTION OF CONTRACT** - Summary of product purchased or services to be performed. Note if an amendment or extension.
5. **RFP/BID #** - Enter number if contract is a result of RFP/Bid selection process.
6. **DATE RFP/BID** - Enter date of RFP/Bid public opening.
7. **EXEMPTION EXPIRATION DATE** - Enter exemption expiration date from competitive bidding granted by BCC or the Chair.
8. **ORS/AR#** - Refer to Oregon Revised Statutes and/or Administrative Rule #, when applicable.
9. **CONTRACTOR IS MBE, WBE, QRF** - Check appropriate box if contractor is certified as an MBE, WBE, or QRF (Qualified Rehabilitation Facility).
10. **CONTRACTOR NAME, MAILING ADDRESS, PHONE** - Enter current information.
11. **EMPLOYEE ID# OR SS#** - Enter employee federal ID# or Social Security # if contractor is an individual.
12. **EFFECTIVE DATE** - Date stated on contract to begin services.
13. **TERMINATION DATE** - Date stated on contract to terminate services.
14. **ORIGINAL CONTRACT AMOUNT** - Enter amount of original contract.
15. **AMOUNT OF AMENDMENT** - Enter amendment or change order amount only, if applicable.
16. **TOTAL AMOUNT OF AGREEMENT** - Enter original amount of contract. If this is an amendment or change order, please include original amount and amended amount.
17. **PAYMENT TERMS** - Designate payment terms by checking appropriate box and entering dollar amount.
18. **REQUIREMENTS CONTRACT - Requisition Required** - Check this box to note that a purchase order will be issued to initiate payment.
19. **PURCHASE ORDER #** - Enter number of purchase order to be issued. If number is not known, enter "PO will be issued."
20. **REQUIREMENTS NOT TO EXCEED** - List the estimated dollar amount of requirements contracts.
21. **REQUIRED SIGNATURES** - To be completed as approved. Purchasing Director needs to sign all Class II contracts only.
22. **ACCOUNT CODE STRUCTURE** - Enter account code structure for the type of agreement; i.e., expense or revenue.
23. **LGFS DESCRIPTION** - Abbreviated description for Data Entry purposes.
24. **AMOUNT** - If total dollar amount is being split among different account numbers, indicate dollar amounts here.

Meeting Date MAR 26 1992  
Agenda No.: R-4

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: APPROVAL OF AN INTERGOVERNMENTAL AGREEMENT WITH METRO FOR BYBEE-HOWELL WETLAND ENHANCEMENT PROJECT.

BCC Informal \_\_\_\_\_ (date) BCC Formal \_\_\_\_\_ (date)

DEPARTMENT Environmental Services DIVISION Parks Services

CONTACT Charles Ciecko/Dan Kromer TELEPHONE 248-5050

PERSON(S) MAKING PRESENTATION Charles Ciecko

ACTION REQUESTED: 4/3/92 originals to Charles Ciecko

// INFORMATIONAL ONLY // POLICY DIRECTION X/ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 Minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: YES

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):


Requesting approval of an Intergovernmental Agreement with METRO for a \$10,000 grant for wetland enhancement at Bybee-Howell Territorial Park.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

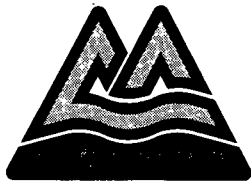
DEPARTMENT MANAGER 

(All accompanying documents must have required signatures)

3706V/

1992 MAR 17 AM 11:33  
CLERK OF COUNTY COMMISSION  
MULTNOMAH COUNTY  
OREGON





# MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES  
PARKS SERVICES DIVISION  
1620 S.E. 190TH AVE.  
PORTLAND, OREGON 97233  
(503) 248-5050

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

TO: Paul Yarborough, DES Director  
Board of County Commissioners

FROM: Charles Ciecko *CC*  
Parks Division

DATE: February 4, 1992

SUBJECT: Intergovernmental Agreement with METRO

The Intergovernmental Agreement between Multnomah County Park Services Division and Metro for \$10,000 is for funding toward the Bybee-Howell Wetland Enhancement/Restoration Project through the Metropolitan Greenspaces Program - Demonstration Grants.

The enclosed application form narrative explains the project. The county's matching funds for the project will come out of the Parks Development Fund. Project completion date will be August 31, 1992.

DK:CC:cmk

Attachments

4670p



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 302062

Amendment #

<p>CLASS I</p> <p><input type="checkbox"/> Professional Services under \$10,000</p>	<p>CLASS II</p> <p><input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCRB Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p>	<p>CLASS III</p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p><b>RATIFIED</b></p> <p><b>Multnomah County Board of Commissioners</b></p> <p>R-4 MARCH 26, 1992</p>
---	---	--

Contact Person Charles Ciecko/Dan Kromer Phone 248-5050 Date 2/4/92

Department Environmental Services Division Parks Services Bldg/Room 425

Description of Contract Intergovernmental Agreement between Multnomah County Parks Services Division and METRO to accept a grant of \$10,000 for wetland enhancement/restoration at Bybee-Howell Territorial Park.

RFP/BID # \_\_\_\_\_ Date of RFP/BID \_\_\_\_\_ Exemption Exp. Date \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is ☐ MBE ☐ WBE ☐ QRF

Contractor Name METRO

Mailing Address 2000 SW First Avenue  
Portland, OR. 97201-5398

Phone (503) 221-1646

Employer ID # or SS # \_\_\_\_\_

Effective Date Upon Execution

Termination Date \_\_\_\_\_

Original Contract Amount \$10,000

Amount of Amendment \$ \_\_\_\_\_

Total Amount of Agreement \$ 10,000

## Payment Term

- ☐ Lump Sum \$ \_\_\_\_\_
- ☐ Monthly \$ \_\_\_\_\_
- ☒ Other \$ On project completion 8-31-92
- ☐ Requirements contract - Requisition required.
- Purchase Order No. \_\_\_\_\_
- ☐ Requirements Not to Exceed \$ \_\_\_\_\_

## REQUIRED SIGNATURES:

Department Manager [Signature] Date 2-7-92

Purchasing Director \_\_\_\_\_ Date \_\_\_\_\_  
(Class II Contracts Only)

County Counsel [Signature] Date 3/9/92

County Chair/Sheriff [Signature] Date 3/26/92

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT		\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND	
01.	330	030	5350			8300						
02.												
03.												

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE

## PROJECT DESCRIPTION

Bybee-Howell Territorial Park is a 73-acre historical site owned by Multnomah County since 1960. It is cooperatively managed by Multnomah County Parks Services Division and the Oregon Historical Society. The park consists of a 1858 pioneer home and a separate agricultural museum operated by the Historical Society along with a pioneer orchard, picnic grounds, wetlands, and pasture maintained by the Parks Services Division.

The park is located on Sauvie Island off of Howell Park Road in Multnomah County. This project site is in Township 2N, Range 1W, and Section 21. (See attached maps.)

The project proposal is for the enhancement of approximately 9 acres of natural wetlands and 32 acres of surrounding uplands. The main objectives of the project are to increase biological diversity and demonstrate appropriate pasture management practices.

There are several problems currently occurring around the wetland area that the proposed project will alleviate. The first problem is the destruction of the wetland pond banks. Cattle pasturing on adjacent land frequently use the wetland as a watering source, thus causing bank erosion and damage to riparian vegetation. The installation of a four-strand barbed wire fence enclosing the wetland will eliminate this problem.

Another problem is the lack of an adequate water source to maintain the ecological integrity of the wetland during the dry summer months. In order to keep the water in the pond at a four to five foot level, a 120 foot deep and eight inch wide well will be drilled and a 10 H.P. pump installed. This system will allow between 250-280 gallons of water per minute to be pumped into the wetland. The time and duration of the pumping will be controlled by an automatic controller/timer. The pump and controller will be located below

ground in a vault type structure to help retain the site's aesthetic/pastural qualities and prevent possible vandalism. Power for the pump will come from lines on private property directly to the south of the wetland area. An agreement with the current property owner has been reached.

Due to past grazing practices, the variety of wetland and upland plant species has been limited. Wildlife utilization of both the wetland and adjacent uplands will be enhanced by a planting program which will reintroduce native wetland and upland plant species around the perimeter of the marsh and native upland plant species along pasture fencing.

The final problem that this project will address concerns the grazing of cattle on the pasture land surrounding the wetland. It is the belief of the Parks Services Division that grazing and the protection of the wetland environment can co-exist in harmony together. To achieve this result the pasture land will be plowed and replanted with a selection of grasses and/or legumes as recommended by Oregon Department of Fish and Wildlife. A series of cross section fences, with gates, will also be installed in this area to allow greater control of grazing pressure. Careful monitoring of the grazing will determine when the need to close off a section is warranted. A section will be closed off until it has had sufficient time to rejuvenate. To the extent practical, all fence lines will be planted with material appropriate to attract wildlife. It is hoped that the Bybee-Howell Territorial Park will serve as a model to other land owners on the island.

The proposed project is consistent with the objectives of the Greenspace demonstration grant program by: Allowing a desirable wetland enhancement and restoration project to be carried out that due to insufficient funds would otherwise not be attempted; increasing public awareness of the significance of wetlands and their compatibility with grazing practices; using the assistance of other agencies and volunteer groups to help in the design, planting and maintenance of native plant materials. The project also achieves the Parks Services Division's mission of acting as an advocate for the protection and preservation of natural areas and open spaces in and adjacent to the Metropolitan area.

This project is endorsed and co-sponsored by the Oregon Department of Fish and Wildlife, the Wetlands Conservancy, and the Sauvie Island Conservancy. Mrs. Marge Tabor, the owner of adjacent property and cattle which graze Bybee-Howell pasture has also endorsed the project.

There has been a lot of publicity recently regarding negative impacts of grazing in riparian and wildlife areas. This project will hopefully promote public awareness that these uses are compatible and can co-exist without being detrimental to the environment. Signage at the entrance of the wetland area will note that this project received funding through the Metropolitan Greenspace Program.

The Bybee-Howell Territorial Park offers many unique opportunities to learn about the historical significance of our past. The proposed project will be part of this learning process by providing a site to view a diverse range of native wildlife, wetland and upland plant material. Since this area will be open year around to visitors it will fill a void left by the seasonal closure of most of the Sauvie Island Wildlife Refuge. The Parks Services Division has held preliminary discussions with the Oregon Department of Fish and Wildlife regarding the site's potential in meeting the growing need for environmental education in the Metropolitan area.

## INTERGOVERNMENTAL AGREEMENT

This Agreement is made between the Metropolitan Service District (hereinafter referred to as "Metro") and Multnomah County, OR (hereinafter referred to as "Recipient") this \_\_\_\_\_ day of \_\_\_\_\_ 1992 for the period August 1, 1991 to August 31, 1992.

### W I T N E S S E T H:

WHEREAS, Metro and Multnomah County, Oregon have mutual interest in accomplishment of a demonstration project to restore urban wetland streams and/or riparian corridors (hereinafter referred to as "Project"), and desire to jointly participate in the Project. The Scope of Work of said Project is listed in Exhibit "A" attached hereto; and

WHEREAS, Metro has received a grant from the U.S. Fish and Wildlife Service and a portion of said grant was set aside for demonstration grants. This Project will be funded by no more than fifty per cent (50%) by Metro from these funds and at least fifty per cent (50%) funded by the recipient, either in cash or in-kind donations; and

NOW THEREFORE, the premises being in general as stated in the foregoing Recitals, it is agreed by and between the parties hereto as follows:

1. Metro hereby approves the project proposal and authorizes Recipient to proceed with the Project in accordance with the scope of work attached as Exhibit "A".
2. The estimated total cost of the Project is \$ 10,000. The Recipient shall in the first instance, pay all the costs of the Project and then request reimbursement upon completion of the Project. Upon receipt of an invoice from Recipient, Metro shall submit said costs to U.S. Fish and Wildlife Service for reimbursement. Upon receipt of said funds, Metro will issue payment to Recipient. Detailed terms of arrangements are set forth in Attachment "B" of this Agreement.
3. Upon completion of the Project, there will be no further obligations on the part of Metro and U.S. Fish and Wildlife Service.
4. Recipient agrees to comply at all times with provisions of the cooperative agreement between Fish and Wildlife Service, United States Department of the Interior and the Metropolitan Service District, which appear as Attachment "C" of this agreement and by this reference made a part hereof.

5. This contract is entered into within the State of Oregon, and the law of said state, whether substantive or procedural, shall apply to this contract, and that all statutory, charter and ordinance provisions that are applicable to the public contracts in the City of Portland, Multnomah, Washington, and Clackamas Counties and the State of Oregon shall be followed with respect to this contract.
6. Recipient will document on site and on final products and/or visual presentations that partial funding came from the Greenspaces Program of the Metropolitan Service District and the U.S. Fish and Wildlife Service.
7. Recipient shall indemnify, protect, defend, and hold harmless Metro and its officers, agents, employees, and members, from any and all claims, suits or actions of any nature, including but not limited to costs and attorney fees, arising out of or related to the activities of Recipient, its officers, subcontractors, agents or employees under this contract. If Recipient fails to defend or indemnify, Metro may, at its option, bring an action to compel same or undertake its own defense. In either event, Recipient shall be responsible for all of Metro's costs, expenses, and attorney fees including the reasonable market value of any services provided by Metro's employees. In no event, however, shall Recipient's obligation to indemnify under this provision exceed the limitations on liability set forth in ORS 30.270.
8. Termination for Cause: Metro may terminate this Agreement in full, or in part, at any time before the date of completion, whenever Metro determines, in its sole discretion, that the other party has failed to comply with the conditions of this Agreement. Metro shall promptly notify Recipient in writing of this determination and the reasons for the termination, together with the effective date. Metro shall only be responsible to Recipient to the extent, if any, of federal reimbursement.
9. Termination for Convenience: This Agreement may be terminated in whole, or in part, when all parties agree that the continuation of the project would not produce beneficial results commensurate with the further expenditure of funds. The parties shall agree upon the termination conditions including the effective date and, in the case of partial terminations, the portion or portions to be terminated. The parties shall not incur new obligations after the effective date of termination, and shall cancel as many outstanding obligations as possible. Metro shall only be responsible to Recipient to the extent, if any, of federal reimbursement.

10. This Agreement constitutes the entire agreement between the parties. No waiver, consent, modification or change of terms of this agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. There are no understandings, agreements or representations, oral or written, not specified herein regarding this Agreement. Recipient, by the signature below of its authorized representative, hereby acknowledges that Recipient has read this Agreement, understands it and agrees to be bound by its terms and conditions.

IN WITNESS WHEREOF, the parties hereto have set their hands on the day and year set forth below.

RECIPIENT

METROPOLITAN SERVICE DISTRICT

cc Gladys McCoy  
Date: 3/26/92

\_\_\_\_\_  
Date: \_\_\_\_\_

APPROVED AS TO FORM:

APPROVED AS TO FORM:

J L DuBay  
Date: 3/7/92

D B Cochrane  
Date: 4/17/92



ATTACHMENT A  
Scope of Work  
Intergovernmental Agreement No. \_\_\_\_\_  
between  
Metropolitan Service District and  
Multnomah County, Oregon

Multnomah County, Oregon agrees to perform the following tasks, as outlined in the grant application submitted to Metro for restoration funds, in order to be eligible for reimbursement of expenses from Metro:

1. Purchase of trees and plant materials such as Douglas Fir, Hawthorn, Oregon Ash, cotton wood, willow, and wetland plants and grasses at the Bybee Howell Territorial Park wetland site on Sauvie Island.
2. Purchase of supplies and equipment, and related drilling and construction costs of a well and pump at the site to bring water to the wetland during the dry summer months.
3. Maintain a photographic history of the project: before, during and after pictures of the site. Photographs shall be in color prints and slides. Dates and descriptions of the photos and slides are also required. One set of prints and one set of slides shall be delivered to Metro at the completion of the project or by August 31, 1992 whichever is sooner. *Multnomah County* shall pay for the cost of prints and slides; this item is not reimbursable.
4. Conduct at least one public/community/media event promoting the restoration project and giving credit to Metro and its Greenspaces Program and the U.S. Fish and Wildlife Service for funding the activities. Metro councilors and/or staff will present a ceremonial check to the *COUNTY* at the event. *Multnomah County* is responsible for setting up this event and any related costs. This item is not reimbursable.
5. Multnomah County agrees to post a temporary sign and post provided by the Metropolitan Service District to be placed in a spot visible to the public at the site during the restoration phase of the project. The temporary sign will give credit for the restoration activities to the Metropolitan Greenspaces Program, U.S. Fish and Wildlife Service and the local recipient organization.
6. Any permanent signs installed after the restoration activities are completed must give credit to the Metropolitan Greenspaces Program and U.S. Fish and Wildlife Service for their financial contributions.
7. Time-line: These tasks may be carried out during the period August 1, 1991 through August 31, 1992.

ATTACHMENT A  
(continued)

8. All work tasks and requirements are derived from your organization's application for a Greenspaces restoration grant.
9. Project site and all work tasks are subject to monitoring by Metro and U.S. Fish and Wildlife Service staff. Monitoring activities will verify if objectives, requirements, and permit applications as outlined in the grant application are being met. Grantees will be reimbursed only if these requirements have been met.
10. All work tasks are subject to Metro and federal audits.

ATTACHMENT B

Budget and Method of Payment

1. Total cost of this agreement shall not exceed \$10,000. Funds must be used for activities, supplies, and plant materials as outlined in Attachment A which is derived from your organization's grant application for restoration funds.
2. All payments are on a reimbursable basis.
3. Contractor must expend actual costs before requesting reimbursement from the Metropolitan Service District.
4. A "Request for Reimbursement Form/Greenspaces Demonstration Grant Program" must be filled out and submitted to Metro in order to receive payment. Copies are enclosed with this agreement.
5. Requests may be submitted to Metro on a quarterly basis starting on:  
January 20, 1992, April 1, 1992, July 2, 1992  
Or at the end of the project time-line (August 31, 1992)
6. Actual reimbursement may take up 60-90 days. Metro must review and approve your request for reimbursement, then submit it to the U.S. Fish and Wildlife Service for review and approval. U.S. Fish and Wildlife then issues a check to Metro which in turn issues a check to the grantee.
7. All project tasks and work activities are subject to Metro and U.S. Fish and Wildlife Service staff monitoring and evaluation to determine if all the objectives, requirements and permit applications as outlined in the grant application were met prior to reimbursement to the grantee.
8. All project billing forms and receipts are subject to Metro and federal audits and regulations.

Meeting Date: ~~MAR 19 1992~~ MAR 26 1992

Agenda No.: ~~R-9~~ R-5

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: ORDINANCE

BCC Informal \_\_\_\_\_ BCC Formal 3/19/92  
(date) (date)

DEPARTMENT Nondepartmental DIVISION County Counsel

CONTACT L. Kressel, H. Miggins TELEPHONE X-3138, X-3308

PERSON(S) MAKING PRESENTATION L. Kressel, H. Miggins

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

First reading of an ORDINANCE establishing a process for designating interim holders of certain elective offices when vacancies occur, as required by the Home Rule Charter.

3/30/92 copies to ordinance  
distribution list  
# 716  
4/3/92 copy to Hank  
Miggins

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

Gladys McCray

Or

DEPARTMENT MANAGER \_\_\_\_\_

(All accompanying documents must have required signatures)

BOARD OF  
COUNTY COMMISSIONERS  
1992 MAR 12 AM 8:29  
MULTNOMAH COUNTY  
OREGON

ORDINANCE FACT SHEET

Ordinance Title: Ordinance establishes a process for designating interim

holders of certain elective offices when vacancies occur, as required by

Home Rule Charter.

Give a brief statement of the purpose of the ordinance (include the rationale for adoption of ordinance, description of persons benefited, other alternatives explored):

This ordinance carries out the Home Rule Charter requirement that the Board of Commissioners prescribe procedures to designate interim occupants of the offices of the Chair, Auditor and Sheriff.

What other local jurisdictions in the metropolitan area have enacted similar legislation?

The ordinance parallels a state law (ORS 236.220).

What has been the experience in other areas with this type of legislation?

What is the fiscal impact, if any?

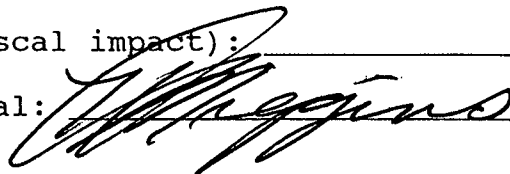
(If space is inadequate, please use other side)

SIGNATURES:

Person Filling Out Form: \_\_\_\_\_

Planning & Budget Division (if fiscal impact): \_\_\_\_\_

Department Manager/Elected Official: \_\_\_\_\_



BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
ORDINANCE NO. 716

An ordinance establishing a process for designating interim holders of certain elective offices when vacancies occur, as required by the Home Rule Charter.

Multnomah County ordains as follows:

**Section I. Purpose**

A. When a vacancy occurs in elective County offices, the Home Rule Charter provides for filling the vacancy by election or appointment, depending on the time remaining before expiration of the affected term of office (Charter Section 4.50(1)).

B. The Charter recognizes that the Chair, Auditor, and Sheriff perform ongoing, day-to-day administrative responsibilities that should not be interrupted. Accordingly, section 4.50(3) provides that vacancies in these offices should be filled by interim designees, who serve until the vacancy is filled by election or appointment. This ordinance carries out the charter requirement that the Board of County Commissioners prescribe procedures to designate interim occupants of the offices of the Chair, Auditor, and Sheriff. The ordinance parallels a state law

02/18/92:4

MULTNOMAH COUNTY COUNSEL  
1120 S.W. Fifth Avenue, Suite 1530  
P.O. Box 849  
Portland, Oregon 97207-0849  
(503) 248-3138

(ORS 236.220) by designating the Chief Deputies of the Chair, Auditor, and Sheriff as their interim successors.

Section II. Process For Designating Interim Chair, Auditor, or Sheriff

A. The County Chair, Auditor, and Sheriff shall each designate a Chief Deputy for performance of their administrative responsibilities. The designation shall be in writing and filed with the Clerk of the Board.

B. In the event of a vacancy in the office of County Chair, Auditor, or Sheriff, the designated Chief Deputy shall serve as acting Chair, Auditor, or Sheriff, as the case may be, until the vacancy is filled by election or appointment, as appropriate under the Home Rule Charter.

C. In the event a Chief Deputy for the office of Chair, Auditor, or Sheriff has not been designated, or if the designated Chief Deputy is unable to immediately serve due to absence or illness, the Board of County Commissioners shall promptly convene and appoint a person to fill the vacancy on an interim basis. The appointment shall be in writing and filed with the Clerk of the Board.

02/18/92:4

MULTNOMAH COUNTY COUNSEL  
1120 S.W. Fifth Avenue, Suite 1530  
P.O. Box 849  
Portland, Oregon 97207-0849  
(503) 248-3138

Section III. Codification

Sections I and II of this Ordinance shall be codified as part of MCC chapter 4.30.

ADOPTED this 26th day of March, 1992, being the date of its second reading before the Board of County Commissioners of Multnomah County, Oregon.



Gladys McCoy  
Gladys McCoy, Chair  
Multnomah County, Oregon

Laurence Kressel  
By Laurence Kressel  
Laurence Kressel, County Counsel  
For Multnomah County, Oregon

R:\FILES\130LK.ORD\dp

03/11/92:4

MULTNOMAH COUNTY COUNSEL  
1120 S.W. Fifth Avenue, Suite 1530  
P.O. Box 849  
Portland, Oregon 97207-0849  
(503) 248-3138



#1

**PLEASE PRINT LEGIBLY!**

**MEETING DATE**

Mar 26 '92

**NAME**

Marg Schimunk

**ADDRESS**

104 SE Kibling

**STREET**

Troutdale

**CITY**

97060

**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #**

R 6 + 7

**SUPPORT**

**OPPOSE**

**SUBMIT TO BOARD CLERK**

X

#2

**PLEASE PRINT LEGIBLY!**

**MEETING DATE** March 26, '92

**NAME** SAM Cox

**ADDRESS** 1703 SE Woodward

**STREET**

Troutdale

**CITY**

97060

**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #** R6 ~~R7~~

**SUPPORT** \_\_\_\_\_ **OPPOSE** ✓

**SUBMIT TO BOARD CLERK**

#3

**PLEASE PRINT LEGIBLY!**

**MEETING DATE** 3/26/92

**NAME** Paul Tholchauer Thalhofer

**ADDRESS** 104 Kibling  
**STREET**

Trostdale Or  
**CITY** 97060  
**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #** R6 + R7

**SUPPORT** \_\_\_\_\_ **OPPOSE** ✓  
**SUBMIT TO BOARD CLERK**

#4

PLEASE PRINT LEGIBLY!

MEETING DATE

3/26/92

NAME

DAVID RIPA

ADDRESS

4220 S, Troutdale Rd.

STREET

Troutdale, OR

97060

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

Roads Transfer

SUPPORT

OPPOSE

SUBMIT TO BOARD CLERK

#5

**PLEASE PRINT LEGIBLY!**

**MEETING DATE**

3/26/92

**NAME**

Culene Collins

**ADDRESS**

LOCAL 88 AFSCME

**STREET**

**CITY**

**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #**

R-6 & R-7

**SUPPORT**

**OPPOSE**

**SUBMIT TO BOARD CLERK**

MAR 26 1992

Meeting Date: \_\_\_\_\_

Agenda No.: \_\_\_\_\_

(Above space for Clerk's Office Use) MAR 26 1992 AM 10:51

MULTNOMAH COUNTY  
OREGON

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Consolidation of Road Services - Multnomah County and Gresham  
BCC Informal March 24, 1992 BCC Formal March 26, 1992  
(date) (date)  
DEPARTMENT Non-dept. DIVISION BCC  
CONTACT Maureen Leonard TELEPHONE 248-5076  
PERSON(S) MAKING PRESENTATION Com. Rick Bauman

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Resolution approves consolidation plan developed by County and Gresham road managers.

[10:00 AM TIME CERTAIN REQUESTED]

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

DEPARTMENT MANAGER \_\_\_\_\_

(All accompanying documents must have required signatures)

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**MULTNOMAH COUNTY**  
**AND THE CITIES OF**  
**FAIRVIEW, GRESHAM, TROUTDALE AND WOOD VILLAGE**  
**FOR THE PURPOSES OF**  
**SHARING ROAD CAPITAL AND MAINTENANCE FUNCTIONS**  
**WITHIN MULTNOMAH COUNTY, OUTSIDE THE CITY OF**  
**PORTLAND**

**JANUARY 30, 1990**

## PURPOSE

The purpose of this memorandum of understanding (MOU) is to provide the bases for sharing responsibilities for road capital and maintenance services, functions and resources between Multnomah County; the cities of Fairview, Gresham, Troutdale and Wood Village; and the State of Oregon Highway Department.

Once adopted and signed by the County and the four cities, the MOU will become the basis for developing separate intergovernmental agreements (IGAs) between the County and each of the cities and the State. These IGAs will become effective not later than July 1, 1991. At the same time, a separate IGA will be negotiated between the State, the County and the four cities.

## OBJECTIVES

The following objectives have emerged during the six months of discussions preceding this MOU:

1. Reduce the level of actual and potential conflicts that occur between jurisdictions for road construction and maintenance by shifting responsibilities between the jurisdictions. Most of these shifts will be from the County to each of the cities;
2. In shifting responsibilities, ensure that adequate resources (budget, equipment, and/or personnel) are transferred to permit the cities to maintain the level of maintenance that the County has provided;
3. Maintain the sub-regional network of major inter-city roads as a County responsibility;
4. Retain the County's ability to continue to efficiently utilize the Yeon Shops for equipment and fleet maintenance, the sign shop, radio maintenance, and County road offices;
5. Define inter-jurisdictional roles with respect to planning for capital improvements and road maintenance responsibilities in east Multnomah County.

These objectives serve as guides for the following recommended actions and for the IGAs to be developed in conformance with this MOU.



## RECOMMENDATIONS

### Capital Improvements

There are four key recommendations with respect to improving coordination and clarifying relationships with respect to capital improvements, i.e. road expenditures for other than ongoing maintenance.

#### 1. Define the Sub-Regional Network

**Objective:** To clearly identify which of the major inter-city roadways will remain under the County's jurisdiction for future capital improvements and maintenance.

**Description:** Those arterials or collectors which are essential to serving more than the needs of a single jurisdiction comprise the sub-regional network and will be the County's responsibility. This includes arterials/collectors which may now be under the State's or Gresham's jurisdiction or new inter-city roads added to the system. The cities have the option of assuming responsibility for any roads that are determined not to be part of the defined sub-regional network.

To help clarify that roads within the sub-regional network are the County's ongoing responsibility, the County should develop a system of signage which clearly identifies these roadways.

**Approach:** All jurisdictions are to be involved in the determination of the sub-regional network -- Multnomah County, the State Highway Department and the cities of Fairview, Gresham, Troutdale and Wood Village. Staff members from each of these jurisdictions should participate in discussions as part of the IGA process. In defining the sub-regional network, the road system should be viewed as a hierarchy of roadways, ranging from major inter-city arterials and collectors, to those totally within and serving a jurisdiction, such as a minor collector.

Criteria to be used to guide the definition of the subregional network include:

- o Generally, the notion of a hierarchy of roads implies that the State will be responsible for State Highways and major interstate arterials; the County will be responsible for the major inter-jurisdictional arterials and collectors; and the cities will be responsible for local roads and minor collectors.
- o In defining the subregional network, it is expected that certain mitigating factors shall be considered in resolving jurisdictional responsibilities for specific roadways which may be in dispute, e.g. 181st and 202nd. Such mitigating factors may include, but are not limited

to, the functional values a specific roadway serves in meeting the needs of the subregional network, such as access, and trip origination and destination information.

The discussions between the jurisdictions should result in identification of those roads which are clearly of inter-city importance, those which are clearly within Gresham (or the other cities), and those which may be in dispute. It is anticipated that resolution of responsibility for the disputed roadways will be achieved by agreement to exceptions or other potential trade-offs, utilizing mitigating factors to help reach agreement. Exceptions could include those arterials which, though judged to be part of the subregional network, are entirely within the corporate limits of a specific jurisdiction.

Result: Maps and descriptions of roads to be included in the sub-regional network and those to be transferred between jurisdictions should be included in the IGAs.

## **2. Capital Improvement Program (CIP)**

Objective: To involve the cities, on a continuing basis, in the development of the County's CIP.

Description: Because County capital expenditures for construction, reconstruction or major maintenance of roads in the sub-regional network may affect the scheduling and budgeting decisions of the cities, the CIP process should be modified to provide cities with the opportunity to participate in the CIP process on an ongoing (annual) basis. To assist in this review process, the CIP should identify projects and the schedule for capital improvements by jurisdiction. The East Multnomah County Transportation Committee should be renamed as the East Multnomah Transportation Coordinating Committee (EMCTCC) also provides an opportunity for all CIP discussions, including those of the cities.

The East Multnomah County Transportation Coordinating Committee (EMCTCC) should be the forum for achieving an enhanced intergovernmental review process. The bylaws of the EMCTC should be reviewed, and revised if needed, to permit the cities to be part of the review and recommendation process on the County's CIP for the sub-regional network. This effort specifically includes timely review of the annual CIP program, prior to its submission to the Board of County Commissioners. This will provide cities with an early opportunity to identify and comment on potential scheduling conflicts for County roads which pass through a jurisdiction.

To ensure that this annual review receives appropriate consideration, it is recommended that a technical advisory committee (TAC) be established for the EMCTCC; representatives of the State Highway department and affected public and

private utilities should be invited to serve on the TAC. The TAC should review both the CIP and the annual programs and suggest changes, before consideration by the elected officials who represent their jurisdictions on the EMCTCC.

**Approach:** Each of the jurisdictions should review the current organization and operating principles (by-laws) of the EMCTCC. The County should take the lead, working with the cities, to make organizational and operational modifications in accord with this MOU. A revised statement of purpose, description of the EMCTCC and by-laws should be referenced in each IGA and be attached thereto.

**Result:** Improvements in the CIP process to ensure opportunities to reduce potential conflicts, to enhance coordination and improve interjurisdictional transportation planning.

### **3. Coordination of Schedules**

**Objective:** To provide the cities and the County with the opportunity to further reduce conflicts or misunderstandings resulting from scheduling and other changes affecting construction, reconstruction or major maintenance activities.

**Description:** Implementation of construction, reconstruction, or major maintenance activities are not always carried out in accord with the proposed schedules or the project definition presented in the CIP of each jurisdiction. For a variety of reasons, decisions are made to delay, speed up, add or omit certain activities. These changes may create problems for other jurisdictions who have planned community events, capital improvements or other activities which may be affected by these changes.

To ensure that coordination problems are kept to a minimum, a process of early notification of changes is recommended for review by the TAC. The TAC should meet on a regular basis, not less than quarterly, to review and discuss schedules for capital improvements. If conflicts or problems arise due to scheduling or other changes, the jurisdiction affected by a change can exercise a veto but has the responsibility to suggest alternative solutions which are consistent with the budget and work program of the jurisdiction which initiated the change in the first place. (Veto authority over State projects is excluded.)

To further ensure that all jurisdictions are informed, each jurisdiction has the responsibility to notify the others of specific actions in advance, e.g. mailing of bid notices to other jurisdictions for comment and notification of letting of contracts. Again, if problems that have not been identified during the CIP process and TAC review arise, the jurisdiction affected by the proposed action can request a change, but must

also suggest a way to resolve the problem which is consistent with the budget and other planned activities of the jurisdiction which initiated the proposal.

**Approach:** During the IGA process, a staff committee with representatives from all jurisdictions should meet and define a timely and appropriate notification/review process. The agreed-upon process should be referenced in each IGA and attached thereto.

**Result:** Three opportunities to improve coordination and reduce conflicts: during CIP review, regularly scheduled TAC meetings and discussions, and advance notice of actions to proceed with a planned capital improvement.

#### **4. Development Review**

**Objective:** To permit cities to coordinate development activities within their boundaries which affect roads which are the responsibility of other jurisdictions, e.g. roads which are part of the County's sub-regional network which pass through a city.

**Description:** Private developments generate traffic impacts on roadways which are evaluated during the development review process. At present, the jurisdiction which is responsible for the road has the final say on the improvements that may occur which affect the functioning of the roadway. This can create confusion, delays in the permitting process, and inter-jurisdictional conflicts.

Therefore, it is recommended that the cities have the option of assuming responsibility for development review on all County roads within their boundaries, regardless of who has the ongoing capital and maintenance responsibilities. (The State's development review authority is specifically excluded from this recommendation.)

In assuming the development review responsibility, the city must abide by certain principles, as follows: 1) the level of service (LOS) will be maintained during peak a.m./p.m. periods; 2) agreed upon road and development standards; 3) consideration of current and future off-site and cumulative network effects; and 4) timely notice to the County with opportunity to comment as the County will have ongoing maintenance responsibility for the road will be given. The County can comment, on the record, on the proposed improvements in terms of the principles identified above and the effect that the proposed improvements may have on the County's maintenance responsibilities. The County may give notice to other cities affected by the development request and those cities may also decide to comment during the review process.

If, in the future, it is felt that development reviews are not providing an appropriate balance between sub-regional network and local development needs, discussion of the principles underlying this transfer of development review responsibilities can be discussed, and modified if needed, at the EMCTC.

**Approach:** During the IGA process each city should have the option of deciding whether it wants to assume responsibility for development review on County roads within its boundaries. Each IGA should specify whether the jurisdiction has exercised this option and how the city will provide the County with an opportunity for timely review and opportunity to comment, consistent with the city's review and permitting schedules. The IGA should also identify whether some transfer of resources is appropriate, given any reductions in the County's responsibilities for development review.

**Result:** Streamlining of development reviews while maintaining the ability of the sub-regional network to operate in a manner consistent with inter-city transportation needs.

### Maintenance

Three recommendations affect the ongoing maintenance of east County roads which are not part of the sub-regional network.

#### **1. Transfer of Responsibilities for Maintenance**

**Objective:** To transfer maintenance responsibilities for all roads which are not part of the sub-regional network from the County to the cities.

**Description:** Roads which are entirely within a jurisdiction's boundaries should be the responsibility of that jurisdiction. Therefore, all local roads including those not included in the County's sub-regional network, should be transferred to the respective cities. A city can then decide if it wants to provide maintenance or contract for the service.

**Approach:** Each IGA should include maps and descriptions of the roads that will be transferred from the County to the city.

**Result:** Clarification of maintenance responsibilities; the County will maintain the sub-regional network and the cities will be responsible for maintenance of local roads.

## 2. Transfer of Road Maintenance Resources

**Objective:** To ensure that the cities have adequate resources to provide, at a minimum, the same level of maintenance on the local roads which the County has provided.

**Description:** In transferring responsibility for road maintenance to the cities, the County has a public responsibility to ensure that the roads now under its jurisdiction are adequately maintained in the future. Therefore, resources sufficient to provide a continuing level of maintenance for these roads will be transferred from the County to the cities, commensurate with the characteristics of the roads being transferred.

These resources may include funds, equipment or personnel (filled or vacant positions). The initial level of resources transferred to the cities will be the basis for annual transfers, plus increases due to inflation or other identified factors. If actual personnel transfers occur, the accepting jurisdiction shall ensure that the individual(s) salary level, seniority position and benefits are protected.

Each jurisdiction can then determine how it wants to provide maintenance services, either by undertaking such activities in-house or through contracts for maintenance services.

**Approach:** During the IGA process, the County shall reach agreement with each jurisdiction on the level and type of resources and assets to be transferred to each city and whether or not the County's equity in the Yeon Shops should be shared with the jurisdictions, and if so, how this is to be accomplished. Specific agreements and provision for annual transfers shall be specified in each IGA.

**Result:** Improved coordination of maintenance activities within jurisdictions and continuing capacity to provide adequate maintenance.

## 3. Sharing of County Shops and Equipment

**Objective:** To ensure that all east County jurisdictions can provide ongoing maintenance services without excessive additional costs.

**Description:** In recommending the changes described in this MOU, it is recognized that the resulting shifts may create some problems and/or opportunities with respect to space and equipment needs of the jurisdictions. Therefore, the County shall provide the cities with the option of utilizing or sharing the County's resources at its Yeon shops. This shall include: access to specialized or large equipment owned by the County; sign services; radio and equipment

maintenance/repair services; joint purchase of maintenance materials; and vehicle storage. This sharing of Yeon Shop resources is subject to availability, including, when appropriate, personnel to perform these services.

Cities can enter into purchase of service agreements with the County, following review of costs for alternative methods of providing these services. It is assumed that cities would not contract with the County if the County's rates are not competitive. It should be noted that the County presently has such sharing or service provision arrangements with Portland and Fairview.

Approach: Each IGA should specify that the County is willing to enter into a purchase of service or sharing agreements with the cities. Exercise of this agreement will be up to each city, subject to due diligence analysis of the service to be provided and the resultant costs.

Result: Assuming availability of these resources and that the County's rates are competitive, sharing of these resources can reduce overall public costs for maintenance of east County roads as new equipment purchases and added personnel costs can be delayed or rendered unnecessary.

## IMPLEMENTATION

1. Revisions and preparation of the final MOU and jurisdictional resolutions of support and signing of the MOU by early February 1990.
2. Preparation of IGAs between the County and the cities and the County and State Highway department from February to September 1990.
4. Signing of IGAs not later than September 1990.
5. Implementation of IGAs starting July 1991.
6. During the second year of the IGAs (1992-93), an independent evaluation of the effectiveness of the agreements will be undertaken, jointly financed by the County and any city interested in participating. This evaluation will review the effectiveness of the agreements in terms of the level of resources, capacity to provide road services, and the level of improved intergovernmental communications and coordination. Based on this evaluation, the terms of the IGAs could be modified. These modifications would go into effect during fiscal year 1993-94.
7. This MOU shall be in effect for a minimum of five years. During the fifth year, or at an earlier time if all signatories agree, the terms of the MOU shall be reviewed and modified and/or reconfirmed. At the time that the MOU is reviewed, consideration could be given to the transfer, to all cities, of those segments of the subregional network which are located within a city's limits.



AGREED TO BY THE PARTIES SIGNED BELOW:

Gladys McClay  
Multnomah County

1/30/90  
Date

Fred M. Carlson  
City of Fairview

2/7/90  
Date

Gervase M. Robert  
City of Gresham

2/13/90  
Date

Sam K. Cox  
City of Troutdale

2/13/90  
Date

Donald Olson  
City of Wood Village

2-14-90  
Date

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF MULTNOMAH COUNTY

In the Matter of the Proposed	)	
Consolidations of County and	)	RESOLUTION
City of Gresham Road Organizations	)	
and Fleet Management	)	

WHEREAS, Multnomah County, in discussions at Joint Government Meetings with the cities in Multnomah County, decided to transfer jurisdiction of roads within those cities requesting such transfer; and

WHEREAS, at the same meetings the County and the cities of Gresham and Portland agreed to reexamine their roles in the provision of road services, including transfer of ownership of the Willamette River Bridges; and

WHEREAS, on December 5, 1991, the Board by Resolution #91-182 directed the Director of the Department of Environmental Services to, among other tasks, negotiate with Gresham to develop both an interim and a long-term intergovernmental agreement for road services; and

WHEREAS, the County has identified its critical concerns as preserving the expertise of the County Transportation Division; increasing city control over road design and improvements while maintaining capability to serve the sub-regional system of arterials and collectors; retaining capability to continue the present level and quality of road service to the small cities and to continue appropriate maintenance for rural roads; and eliminating the County's sole ownership responsibility for the Willamette River Bridges; and

WHEREAS, the Board has held three public hearings jointly with the City of Gresham in Gresham; with the cities of Troutdale, Wood Village, Fairview, and Maywood Park in Troutdale; and at the County Courthouse in Portland , to inform the public and to receive public testimony concerning possible changes in road service responsibility;

NOW, THEREFORE, BE IT RESOLVED, that the Board approves the concept proposal, developed jointly by County and Gresham managers, for consolidating County and Gresham road services under the City of Gresham and for consolidating County and Gresham fleet services under the County; and

BE IT FURTHER RESOLVED, that the Board directs the county managers to initiate the steps necessary for these consolidations to occur, both in the short term and the long term, as outlined in that proposal; and

BE IT FURTHER RESOLVED, that the County will transfer ownership of roads within the City of Gresham to Gresham along with responsibility for rural roads and bridges in unincorporated Multnomah County to Gresham when all necessary intergovernmental agreements are signed. The intergovernmental agreements will address concerns of the small cities, Multnomah County and the City of Gresham. Those concerns include:

- o Empowerment of the East Multnomah County Transportation Committee as the east county transportation planning body (including Gresham, Multnomah County, and the small cities).
- o Regional planning process and priority setting for capital projects.
- o Consolidation of fleet, electronic services and building maintenance by the County and Gresham.
- o Analysis and decisions on other potential service consolidation opportunities with the County and Gresham, such as telephone, ISD, purchasing, personnel.
- o Establishment of pass-through charges for road funds.
- o Completed intergovernmental agreements with the City of Portland; and

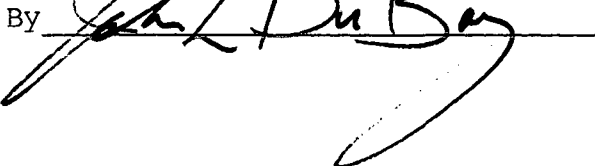
BE IT FURTHER RESOLVED, that the County intends that the intergovernmental agreements be ratified by September 1, 1992. The Board directs the Director of the Department of Environmental Services to report to the Board by June 1, 1992, concerning progress in these negotiations.

ADOPTED this \_\_\_\_\_ day of March, 1992.

MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Gladys McCoy, County Chair

REVIEWED:  
LAURENCE KRESSEL, COUNTY COUNSEL  
for Multnomah County, Oregon

By 

Meeting Date: BOARD OF **MAR 26 1992**

COUNTY COMMISSIONER **R-7**

Agenda No.: 1992 MAR 19 10:51

(Above space for Clerk's Office Use)

**MULTNOMAH COUNTY  
OREGON**

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Roads jurisdiction transfer to Gresham in conjunction  
with long-term roads maintenance contract

BCC Informal March 24, 1992 BCC Formal March 26, 1992  
(date) (date)

DEPARTMENT Non-dept. DIVISION BCC

CONTACT Maureen Leonard TELEPHONE 248-5076

PERSON(S) MAKING PRESENTATION Com. Rick Bauman

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 10 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

BRIEF SUMMARY (include statement of rationale for action requested,  
as well as personnel and fiscal/budgetary impacts, if applicable):

Resolution approves Gresham request for ownership  
transfer of roads within city's boundaries in  
conjunction with an agreement that the County  
Transportation Division would continued to provide  
maintenance services for transferred roads.  
Would begin statutory process for roads transfer.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL 

Or

DEPARTMENT MANAGER \_\_\_\_\_

(All accompanying documents must have required signatures)

In the Matter of Transfer of )  
Roads Jurisdiction to the ) RESOLUTION  
City of Gresham and Agreement on )  
Maintenance for Those Roads )

By

**CITY OF GRESHAM**  
**OFFICE OF THE MAYOR & CITY COUNCIL**

Gussie McRobert, Mayor

Bernie Giusto, Council President

Jack Gallagher, Councilor, Position 1  
Jo Haverkamp, Councilor, Position 4

Barbara Wiggin, Councilor, Position 2  
Bernie Giusto, Councilor, Position 5

Joel Malone, Councilor, Position 3  
Jack Adams, Councilor, Position 6

March 18, 1992

Gladys McCoy  
Chair, Multnomah County Commissioners  
Courthouse, Room 134  
1021 SW Fourth Ave.  
Portland, OR 97204

Dear Gladys:

The Gresham Council, at its meeting on March 17, reaffirmed its support for the proposal to accept responsibility for the management of the County's road system and its contractual arrangements with other jurisdictions, as developed by our two staffs. If, however, your Board chooses not to approve that concept, the Council wanted you to know that it continues to believe that the County-owned roads within the City of Gresham should be transferred to us.

In order to clarify our position on this second alternative, Council unanimously adopted the following statement:

Upon transfer of all County-owned roads within the City of Gresham to Gresham and a proportionate share of the road revenue roughly equivalent to the Portland formula, Gresham will contract with Multnomah County for road maintenance services on those transferred roads for a 3 year period and will work to ensure that adequate funding continues to be available to meet the needs of the cities of Fairview, Wood Village and Troutdale and the unincorporated areas of Multnomah County.

We urge your early decision on this issue and offer to provide any additional information you feel necessary to resolve the matter.

Sincerely,



GUSSIE MCROBERT  
Mayor

cc: Members of Gresham City Council  
Multnomah County Commissioners  
Mike Casey, Gresham City Manager  
Pamelia Christian, Troutdale City Administrator  
Marilyn Holstrom, Fairview City Administrator  
Sheila Ritz Arthur, Wood Village City Administrator

#1

PLEASE PRINT LEGIBLY!

MEETING DATE

3-26-92

NAME

Barbara Hinkle

ADDRESS

~~5345~~ Centra/City Center  
Portland

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

R 8

SUPPORT

X

OPPOSE

SUBMIT TO BOARD CLERK

#3

**PLEASE PRINT LEGIBLY!**

**MEETING DATE** 3-26-92

**NAME** NORMAN WIENZEL

**ADDRESS** 218 S.W. Salmon

**STREET**

Putland Ore

**CITY**

**ZIP CODE**

**I WISH TO SPEAK ON AGENDA ITEM #** 28

**SUPPORT** \_\_\_\_\_ **OPPOSE** \_\_\_\_\_

**SUBMIT TO BOARD CLERK**



Meeting Date: March 26, 1992

Agenda No.: R-8

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Resolution in Support of Replacement of 194 units of low-income housing

AGENDA REVIEW/  
BOARD BRIEFING

March 24, 1992  
(date)

REGULAR MEETING

March 26, 1992  
(date)

DEPARTMENT Nondepartmental

DIVISION Chairs Office

CONTACT Teri Duffy

TELEPHONE 248-3308

PERSON(S) MAKING PRESENTATION Bill Muir, MultnomH Community Action Commission

ACTION REQUESTED:

☐ INFORMATIONAL ONLY

☐ POLICY DIRECTION

☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 15 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Resolution seeks County's support and commitment to seek federal money to replace 194 units of low income housing in downtown Portland to be lost through the demolition of the Hamilton and Lownsdale hotels as part of a federal courthouse construction project.

*3/26/92 copies to BCC, Teri Duffy, Bill Muir, Carole  
Murdock & Barbara Hinkle*

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

Or

DEPARTMENT MANAGER

(All accompanying documents must have required signatures)

1992 MAR 19 PM 2:23  
MULTNOMAH COUNTY  
OREGON  
CLERK OF COUNTY



# NORTHWEST PILOT PROJECT INC.

1137 SOUTHWEST BROADWAY • PORTLAND, OREGON 97205 227-5605

R-8

## A CHRONOLOGY OF HOUSING POLICIES, PROGRAM GOALS, LOW INCOME HOUSING LOSSES

- April 1978            5,183 low-income housing units exist in downtown Portland
- 1978-1988            1,337 units lost
- Adopted 10/3/79      Downtown Housing Policy and Program
- The city recognizes the importance of Downtown as a low-income housing resource, appealing to a variety of needs and life-styles and supported by existing services. It also recognizes that this housing and these services cannot be effectively and economically replaced elsewhere in the City. Therefore, the City is committed to assure that the 5,183 low-income units which existed in April 1978 be maintained in the Downtown.
- Adopted 3/88           Downtown Housing Preservation Program (DHPP)
- 10-Year Program Goal: The DHPP goal is to assist sufficient units to achieve the Downtown Housing Policy's 5,183 unit target by the year 1998.
- Initial 3-Year Program Goal: Finance development of 9-15 projects with 450-750 units over three years.
- 3/88-3/92            DHPP has completed 5 projects - total of 480 units (Net Gain: 340)
- 153 units - Henry Building  
                         76 units - Golden West  
                         96 units - Foster  
                         95 units - Sally McCracken  
                         60 units - Shoreline
- Net Gain of 340 downtown SRO units (according to PDC accounting)
- December 92           Alder House - 130 units - due to open 12/92
- December 93           Elderly Housing Project - 100 units - planned to open 12/93
- March 1992            1,337 units lost (1978-1988)  
                         340 units gained (DHPP first 4 years)  
                         130 units to be gained (Alder House)  
                         100 units in planning stage (Elderly Housing Project)
- By 1998                767 units still to be built to get back to 5,183 goal set by City  
                         (This does not include 194 unit loss of Hamilton & Lownsdale)
- AT RISK                Hamilton Hotel - 147 units      Lownsdale Hotel - 47 units



# NORTHWEST PILOT PROJECT INC.

1137 SOUTHWEST BROADWAY • PORTLAND, OREGON 97205 227-5605

## HAMILTON & LOWNSDALE HOTELS: A Chronology of Events

- 2/19/92 Senator Mark Hatfield officially announces the General Services Administration's choice of the Hamilton Hotel block as the site for a new federal courthouse.
- 3/5/92 In My Opinion column by Susan Emmons regarding the Hamilton and Lownsdale Hotels appears on the forum page of The Oregonian
- 3/5/92 GSA announces the choice of Boor/A Architects of Portland to design a new \$130-150 million federal courthouse to be built in downtown Portland on the Hamilton Hotel block.
- 3/9/92 A broad-based coalition of concerned agencies, individuals, neighborhood groups, housing advocates and government officials meet to strategize about replacement housing for the Hamilton and Lownsdale hotels.
- 3/10/92 KATU news features the plight of Hamilton Hotel residents who face losing their homes.
- 3/12/92 An editorial in The Oregonian urges that any housing lost to the federal courthouse project be replaced.
- 3/16/92 Press Conference held at City Hall to urge passage of a city ordinance to require replacement housing for Hamilton & Lownsdale units.



A United Way Agency

MULTNOMAH COUNTY COMMUNITY ACTION COMMISSION

421 SW Fifth, #200

Portland, OR 97204

FAX #

248-5464

248-3332

March 13, 1992

Commissioner Gretchen Kafoury  
Portland City Council  
Portland, Oregon

Dear Commissioner Kafoury:

The Multnomah County Community Action Commission at its meeting on March 11, 1992, endorsed the attached resolution concerning the fate of the Hamilton and Lownsdale Hotels and instructed that it be sent to you for your consideration and that of the entire City Council.

This resolution has also been endorsed by the Burnside Advocates Group, Central City Concern, Mental Health Services West, Northwest Pilot Project, and Transition Projects, Inc. Many other community and neighborhood organizations are seeking endorsements from their boards.

For those involved in the struggle for more affordable housing, the prospect of a loss of 194 units of low-income housing is more than alarming. We know that you are acutely aware of the amount of planning and advocacy it has taken to replace 340 of the 1,337 units lost in the past fifteen years in Downtown. We must not lose additional capacity.

If agreements concerning the replacement of low-income housing units are not made prior to the displacement of tenants, we cannot support the siting of a federal courthouse on the Hamilton Hotel block. With a vacancy rate for low-income housing Downtown hovering at 1% and a homeless population estimated at 2,000 in the Downtown core area, we cannot support simple relocation of tenants without replacement housing.

We are asking for your support in advancing this resolution. We are also asking for your assistance in making the community's advocacy efforts as effective as possible by opening up the negotiations between the City of Portland and the General Services Administration for public comment and review.

Thank you for your vision and commitment to housing for all of Portland's residents.

Sincerely,

*Carole A. Murdock*

Carole A. Murdock  
Chairperson, Multnomah County Community Action Commission

**RESOLUTION No.**

WHEREAS, 5,183 low-income housing units existed in Downtown Portland in April of 1978; and

WHEREAS, 1,337 low-income housing units were lost from Downtown Portland in the period from 1978 to 1988; and

WHEREAS, Downtown Portland is an important low-income housing resource, appealing to a variety of needs and lifestyles and supported by existing services. This housing and these services cannot be effectively and economically replaced elsewhere in the County; and

WHEREAS, in the period from 3/88 to 3/92, according to the Portland Development Commission, there has been a replacement of 340 units of low-income housing in Downtown Portland; and

WHEREAS the loss of 1,337 low-income housing units with the addition of 340 units results in a net loss of 997 units of low-income housing in Downtown Portland; and

WHEREAS, the 194 units of low-income housing contained in the Hamilton (147 units) and the Lownsdale (47 units) Hotels will be lost if they are demolished as part of a federal courthouse construction project;

NOW, THEREFORE, BE IT RESOLVED, that the City of Portland, working, in conjunction with Multnomah County, hereby commits itself to seeking the following objectives:

--A commitment of new federal money to meet the full development costs required to replace the 194 units of low-income housing which will be lost through demolition of the Hamilton and Lownsdale Hotels; and

--Replacement of these 194 units, using federal funds, with new, renovated, or converted housing units in Downtown Portland; and

--Provision that the current tenants of the Hamilton and Lownsdale Hotels have the right of first refusal for these additional housing units; and

--Opening of these additional housing units before the tenants of the Hamilton and Lownsdale Hotels are displaced; and

--Established rents for these additional units comparable to the rents currently paid by these tenants; and

--Make these additional units available to the current tenants of the Hamilton and Lownsdale Hotels without a prerequisite for their involvement with any social service program.

**BARBARA CLARK**

Auditor of the City of Portland

By

Deputy

MULTNOMAH COUNTY COMMUNITY ACTION COMMISSION

421 SW Fifth, #200

Portland, OR 97204

248-5464

FAX #

248-3332

March 16, 1992

Commissioner Gladys McCoy  
Chair, Board of County Commissioners  
106/141

*Gladys*

Dear ~~Commissioner McCoy:~~

The Multnomah County Community Action Commission at its meeting on March 11, 1992, endorsed the attached resolution concerning the fate of the Hamilton and Lownsdale Hotels and instructed that it be sent to you for your consideration and that of the entire Board.

This resolution has also been endorsed by the Burnside Advocates Group, Central City Concern, Mental Health Services West, Northwest Pilot Project, and Transition Projects, Inc. Many other community and neighborhood organizations are seeking endorsements from their boards.

For those involved in the struggle for more affordable housing, the prospect of a loss of 194 units of low-income housing is more than alarming. We know that you are acutely aware of the amount of planning and advocacy it has taken to replace 340 of the 1,337 units lost in the past fifteen years in Downtown. We must not lose additional capacity.

If agreements concerning the replacement of low-income housing units are not made prior to the displacement of tenants, we cannot support the siting of a federal courthouse on the Hamilton Hotel block. With a vacancy rate for low-income housing Downtown hovering at 1% and a homeless population estimated at 2,000 in the Downtown core area, we cannot support simple relocation of tenants without replacement housing.

We are asking for your support of this resolution and for your assistance in advocating for replacement housing in the Downtown area.

Thank you for your vision and commitment to housing and a decent quality of life for all County residents.

Sincerely,

*Carole A. Murdock*

Carole A. Murdock  
Chairperson, Multnomah County Community Action Commission

enc: resolution  
c: Board of County Commissioners

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF MULTNOMAH COUNTY, OREGON

Laurence Kressel, County Counsel  
of Multnomah County, Oregon

**SUMMARY OF INITIAL RESPONSES TO LEGAL AID  
SURVEY FOR TENANTS AT HAMILTON AND LOWNSDALE  
HOTELS**

March 13, 1992

1. 194 surveys distributed on 3/11/92
2. 48 responses received by 3/13/92
3. 27% of tenants responding were over age 60 (13/48)
4. 48% identified a disability (23/48)
5. Average length of residency: 36 months (3 tenants for 28 years or longer)
6. Tenants had numerous questions about relocation (when, how, why) and indicated no money to pay more rent or move.

Sample Comments:

"I am concerned that I might be booted out before being ready to move."

"We just moved into this place to get off the streets because we were living under the bridge for almost a year or longer. [I have had] seizures since I was 1 1/2 months old."

Richard C. Baldwin  
Director of Litigation  
Multnomah County Legal Aid Service  
310 S.W. Fourth Avenue #900  
Portland, OR 97204  
224-4086



# Housing lost to new courthouse will be replaced

3/24/92

□ Two U.S. agencies agree to provide low-cost residences for tenants of hotels on the site of the downtown courthouse

By JOHN PAINTER JR.

of The Oregonian staff

Two federal agencies are joining forces to replace the 194 units of low-income housing that will be displaced by a new federal courthouse in downtown Portland, Sen. Bob Packwood said Monday.

The housing issue has been the single major obstacle to the courthouse project in its earliest phase. Housing groups have pressed aggressively for replacement housing, not the relocation of ousted tenants.

In a news release, Packwood praised a

decision by the federal General Services Administration and the Department of Housing and Urban Development to replace 194 units of low-income housing that will be torn down to make way for the new courthouse. Further details about the replacement housing were not available Monday night.

Oregon Sen. Mark O. Hatfield, who urged the GSA to resolve the housing problem when the downtown site of the new courthouse was announced, said he was "extremely pleased" with the progress toward resolving the housing problem.

The proposed site of the \$130 million to \$150 million courthouse is the block bounded by Southwest Second and Third avenues and Main and Salmon streets.

The GSA so far has refused to commit itself to either building new housing or renovating existing but vacant downtown residential space.

But last week, HUD entered the picture, Hatfield aide Bill Calder said in Washington Monday night. "The GSA, HUD and the Portland Development Commission will be working to solve the housing problem," he said.

"Resolution of the housing issue has been the No. 1 priority with him," Calder said of

Hatfield.

The discussions between the GSA and HUD were revealed in Portland on Monday by Russell J. McCurdy, a key aide to Robert Eberle, the GSA Region 10 administrator in Auburn, Wash., during a meeting at the Northwest Pilot Project office attended by housing advocates and Portland Development Commission staff members.

Under federal law, the GSA is required to relocate tenants of the Hamilton and Lownsdale hotels, which are on the proposed site, but are not obligated to provide units to replace the lost housing.

Please turn to  
**HOUSING, Page B8**

## Housing: Downtown units disappearing

■ Continued from Page B1

Last week, advocates of low-income housing held a news conference at City Hall urging the City Council and the Multnomah County Board of Commissioners to adopt resolutions calling for replacement housing, not relocation of the Hamilton and Lownsdale tenants.

The advocates said that if the tenants were merely relocated into existing low-income housing units, Portland's efforts to restore units lost since 1978 would be set back by at least a year.

In 1978, Portland's downtown core had 5,183 units of low-cost or subsidized housing. By 1988 the number had been pared to 3,846 as a result of commercial development and the closure of small hotels and apartment buildings.

The replacement housing is by no means a certainty, Teddy Stamper, a Packwood aide, emphasized Monday evening, but the outlook is good.

The GSA has \$12.5 million to spend on site acquisition, courthouse design and relocation of displaced tenants. And so far, the agency has been very careful and circumspect about its allocation of that \$12.5 million.

McCurdy's announcement of the GSA-HUD negotiations is a significant signal that the two federal agencies can work out a plan so the courthouse project will not further deplete the city's downtown stock of low-income housing.

# The Oregonian

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THURSDAY, MARCH 12, 1992

## Replace lost housing

*New federal building shouldn't mean loss  
of 200 low-income homes downtown*

When the federal government built its new post office in Parkrose 14 years ago, it thumbed its national-powers nose at the concerns of Multnomah County and the local business community. The local sensitivity being shown by the General Services Administration as it plans for a new federal courthouse in downtown Portland is a most welcome change.

Federal officials describe a building tailored to the downtown skyline and land-use requirements. It is to be pedestrian-friendly at the sidewalk level, without sacrificing the security federal courthouses require. It will also be architecturally compatible with its neighbors.

Some of the federal rigidity remains apparent. The courtrooms will be built to standard sizes, which allows little versatility. That might be overcome by electronically connecting courtrooms so larger audiences could be accommodated via closed-circuit television. Better still, via public television.

Still, the large local priority that

looms is replacement of the low-income housing that the new building will supplant.

Portland woke up to its loss of low-income housing after years of urban renewal and other development. Recognizing that pensioners, the disabled and other people with low incomes have as much need for housing downtown as the middle- and upper-income classes, the City Council in 1988 adopted a goal of 5,183 low-income units by 1998. The city is about halfway there.

Funds are available to relocate the residents of the 147-unit Hamilton Hotel and 47-room Lownsdale Hotel. But to do so would simply squeeze out residents of other low-income housing. The better path would be to build or rehabilitate residential units.

Whether the \$130 million to \$150 million budget for the project can afford to replace the nearly 200 low-income housing units the building would supplant is not determined yet. But that should be as high a priority as the newly sensitive GSA, local officials and Oregon's congressional delegation can make it.

# PORTLAND

COMMUNITY  
NEWS AND  
FEATURES

## Talks held on replacing housing

Hamilton Hotel block  
residents face ouster  
for new courthouse

By NELSON PICKETT

*of The Oregonian staff*

A group of people involved in housing issues met Monday to discuss how to get the federal government to replace housing that will be lost as a result of a new federal courthouse.

Federal officials last month designated the Hamilton Hotel block in downtown Portland as the site of a \$130 to \$150 million courthouse.

The block is bounded by Southwest Second and Third avenues and Main and Salmon streets. It houses the 147-room Hamilton Hotel and the 47-room Lownsdale Hotel.

Susan Emmons, executive director of Northwest Pilot Project Inc., told the group that there were 5,183 low-income housing units in downtown Portland in 1978. Pilot Project is a downtown agency serving elderly, disabled, poor and homeless people.

From 1978 to 1988, there were 1,337 units lost.

The City Council in 1988 adopted the Downtown Housing Preservation Program with a goal to have 5,183 low-income units by 1998.

Emmons said the General Services Administration has chosen the architect that will design the courthouse, but there is no indication about what will happen to the people being displaced by the project.

She noted that the Uniform Relocation Assistance Act would help relocate the displaced residents of the two hotels in the same neighborhood, but the "same neighborhood" is not clearly defined in the act.

If the residents must pay higher rent, the federal government must pay the difference for a period of 42 months, Emmons explained.

"We are not interested in discussing the act," she said. "We know it's there. But we would like to see the housing replaced."

Emmons said residents of the two hotels should be given the first right of refusal for the replacement housing before eviction notices are given and construction begins. She said the rents at the two hotels range from \$240 to \$400 a month.

"We are not fighting for the structures of the Hamilton and Lownsdale, we are fighting for the housing," she said.

Strategies agreed to by the group included the call for open discussions with the federal government and the city about the displaced hotel residents.

The group also decided to form an intelligence committee to learn where those negotiations stand.

It also agreed to attempt to have the City Council adopt a resolution that calls for the federal government to replace the lost housing with new or renovated affordable housing.

# Portland firm wins courthouse project

## Boor/A Architects will design new building planned for Hamilton Hotel block downtown

By JOHN PAINTER JR.

*of The Oregonian staff*

A Portland architectural firm Thursday was awarded the commission to design a new \$130 million to \$150 million federal courthouse to be built in downtown Portland on the Hamilton Hotel block.

Boor/A Architects of Portland and Kohn Pederson Fox Associates of New York were named Thursday afternoon by the federal General Services Administration in Auburn, Wash.

The selection will be formally announced Friday by Sen. Mark O. Hatfield's office in Washington, D.C.

Hatfield and Rep. Peter DeFazio have been the moving forces in the Senate and House on the courthouse project.

The project is part of a much larger General Services Administration program to replace outdated and deteriorating federal courthouses built in the United States 50 to 70 years ago.

The new courthouse will have 17 courtrooms when it is occupied in January 1997 and will grow to 23 courtrooms by 2020, the end of the 30-year planning cycle.

It will be 13 to 14 stories tall and have 604,000 gross square feet and 330,000 usable square feet.

In addition to judges and magistrates, the courthouse will hold probation, pre-trial services, the court clerk and staff, and the U.S. Marshals Service.

The General Services Administration also is studying the feasibility of construction of a new courthouse in Eugene because of crowding.

Boor/A won out over a number of finalists, including four firms based in Portland and one in Seattle.

Robert Eberle, Region 10 administrator for the General Services Administration, assured the Portland City Council last week that his agency will be sensitive to city design concerns.

Such worries include the concern that the building not loom like a fortress at the pedestrian level and that it be appealing to the public.

There even has been preliminary talk about having street-level retail shops in the new courthouse without compromising security.

Such is possible, says Jordan Gurzen of Gruzen Samton Steinglass of New York, the planning consultant for the new \$184 million federal courthouse project under way at Fan Pier on the Boston harborfront.

"If you want exterior shops, you can always spend more money on bombproof walls and ceilings," he said.

Although Portland's courthouse is a General Services Administration project, the agency always pays special attention to the wishes of the judges who will occupy the building.

So far, Portland's federal judges have not said publicly what they expect, although U.S. District Judge Malcolm F. Marsh is a member of the committee that evaluated the architectural firms competing for the job.

In Boston, Gurzen said the judges there "made it clear that they wanted the best aspects of the building to be oriented toward the public."

The GSA said Thursday that the design contract should be signed no later than Oct. 1.

# Downtown homeless lost hotel dwellings

By SUSAN EMMONS

We are often asked where homeless people come from.

They come from buildings like the Governor Hotel. The Governor was sold in 1986 to a private developer to be converted from low-income housing to another use, and the change displaced 110 tenants. Some of the residents had lived there for more than 10 years.

There were many low-income elderly living in the building. Lillian, 73, had lived there 14 years; Mildred, 80, 13 years; Martin, 89, 13 years; Gladys, 85, 10 years; and Lucille, 91, 15 years.

The Governor Hotel has been vacant since 1986. A recent news article said the hotel will be reopening this spring as Portland's newest luxury hotel with room rates beginning at \$125 a night and tailored to meet the needs of traveling business people. In 1986, Lucille paid \$175 a month for her rent and considered it her home.

The Governor is only one among many buildings that used to house Portland's downtown poor and low-income elderly people and which have now been converted to other uses: 98 units at the Laurel Hotel became the Yamhill Marketplace; the Erickson Hotel (48 rooms), the Matt Talbot (15), the Morrison Hotel (9), The Taylor Hotel (40) and the York Apts. (23) have all been converted to offices. The Plaza Hotel (125 rooms) is now the Vintage Plaza Hotel.

Other buildings have been closed but unused — the Park Avenue (94 units), the Cornelius (83), the Esquire (40). A 1988 study of single-room-occupancy housing downtown conducted by the Portland Development Commission reported a loss of 1,337 housing units between 1978 and 1988.

The U.S. General Services Administration has recently announced its choice of the Hamilton Hotel block for the site of a new federal courthouse. The Hamilton Hotel (147 units) and the Lowndale Hotel (47 units) are both in this block and are the last remaining low-cost housing in an area that was once the Lowndale community. In 1971, that community included 12 other buildings: the Hachie, the Laurel, the Dayton, the Australia, the Taylor, the Green, the Kenilworth, the Twins, the U.S. Walleys Hotel, the Berkshire, the Lenox and the Lindquist.

Siting of a new federal courthouse on the

*Susan Emmons is executive director of Northwest Pilot Project, a downtown social service agency serving elderly, disabled, poor and homeless people.*

## IN MY OPINION

Hamilton Hotel block is consistent with the Portland Downtown Plan that allows and plans for consolidating government buildings in one downtown district. The new courthouse would be adjacent to the Justice Center and close to the Multnomah County Courthouse, the Portland Building, City Hall and the Federal Building.

The Central City Plan also includes a strong commitment to the maintenance, preservation and development of low-cost housing. The Downtown Housing Policy commits the city to assure that 5,183 low-income units that existed in 1978 be maintained in downtown Portland. The city's commitment to preservation of low-income housing was reaffirmed in the 1981 North of Burnside study, the 1988 adoption of the Central City Plan and the initiation of the Downtown Housing Preservation Program in 1988.

In 1978 a city ordinance established Northwest Pilot Project as its agency to provide relocations for residents of buildings closing due to housing or code violations. The agency has handled all of the major relocations since 1978, including relocating 118 residents from the Park Haviland in 1981, 110 tenants from the Governor Hotel in 1986 and most recently 26 people from the Royal Hotel in 1990. We no longer feel it is tenable to handle relocations without advocating for replacement housing for the buildings being lost.

The city should take a firm position with GSA about replacement housing for the Hamilton and the Lowndale. Replacement housing should be built at federal expense, and current residents of the Hamilton and the Lowndale be given first right of refusal on the housing. The city should get a firm commitment from the federal government on providing this replacement housing before plans go forward for a federal courthouse.

We urge the City Council to take a strong position with the GSA to secure a commitment to replace the 194 units lost in the redevelopment of the Hamilton Block. The dramatic loss of affordable housing in our downtown core has a direct correlation to the dramatic increase in the numbers of homeless people needing shelters. When people ask us where the homeless come from, we tell them they come from buildings like the Governor, the Hamilton and the Lowndale.



FUNDERS ADVISORY COMMITTEE  
PORTLAND—GRESHAM—MULTNOMAH COUNTY  
"A Public-Private Partnership To End Homelessness"

March 24, 1992

Hon. Gladys McCoy, Chairperson  
Multnomah County Commission  
Portland, Oregon 97204

COM. RICK BAUMAN  
Multnomah County

KEVIN CONCANNON  
Oregon Department of  
Human Resources

COM. GRETCHEN KAFOURY  
City of Portland

MICHAEL KATCHER  
Portland Metropolitan  
Chamber of Commerce

SALLY McCracken  
Oregon Community Foundation

MAYOR GUSSIE McROBERT  
City of Gresham

CAROLE MURDOCK  
Multnomah County  
Community Action Commission

DAVID PARADINE  
United Way of the  
Columbia/Willamette

REY RAMSEY  
Oregon Department of  
Housing & Community Services

REV. FRANK SHIELDS  
Sunnyside Methodist

DENNY WEST  
Housing Authority of Portland

Dear Chairperson McCoy:

The Funders Advisory Committee (FAC) urges the adoption of Resolution 9242 and supports the community's efforts to seek replacement housing for the anticipated demolition of 194 low-income housing units as part of the federal courthouse construction project in Downtown Portland.

The FAC was created in 1988 to coordinate community resources to meet the emergency basic needs of Multnomah County's low-income residents. Its members include elected officials from Portland, Gresham and Multnomah County and representatives from various public and private community organizations such as the Housing Authority of Portland, the Community Action Commission and the Portland Metropolitan Chamber of Commerce.

Since its inception, the FAC's attention has focused on the plight of those county residents who are homeless or at-risk of homelessness. The FAC is interested in the future of the Hamilton and Lownsdale Hotels because the loss of any low-income housing unit displaces a poor person or family and places that household at-risk of homelessness.

Our community has a long-term commitment to meet the affordable housing needs of our low-income residents. Our recently adopted Comprehensive Housing Affordability Strategy (CHAS) recognizes the need to "preserve the existing supply of public and assisted low-income housing."

Our community has also invested significant local resources to preserve the existing stock of low-income housing. The Downtown Housing Preservation Partnership

BOARD OF  
COUNTY COMMISSIONERS  
1992 MAR 25 PM 2:30  
MULTNOMAH COUNTY  
OREGON

Commissioner McCoy/  
Page 2

(DHPP) has spent over \$14 million over the last four years to add 340 low-income housing units in downtown Portland.

Our community's significant financial commitment to the issue of affordable housing is clear. The FAC agrees with other community advocates that the federal government should share that commitment and replace the 194 housing units that will be lost if the Hamilton and Lownsdale Hotels are demolished. Therefore, we are urging both Multnomah County and the City of Portland to work as partners with the federal government to mitigate any loss in our low-income housing stock necessitated by the courthouse construction project.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Bauman", written over the word "Sincerely,".

Rick Bauman, Chair  
Funders Advisory Committee

CC: Commissioners Anderson, Hansen & Kelley



Madam Chairperson and Members of the Commission:

I am Barbara Hinkle, the Housing Coordinator for Central City Concern. We are in strong support of this resolution, and urge the Commission to adopt it.

The federal government is required to provide relocation assistance to tenants displaced by federal action. They assist the tenant to find housing, pay the moving expenses, and pay the difference in rent for 42 months if the tenant needs to move someplace more expensive. This system works well, except when there is a critical shortage of comparable housing. Unfortunately, that is the situation we are facing in Portland.

As you know, Central City Concern is the largest provider of single room occupancy housing in Portland. We now have 1061 units. Our only vacancies are rooms that are under turn-over that are being cleaned or repaired. All of our buildings have long waiting lists. We have dozens of calls for housing every day that we do not even make it on these waiting lists.

If the 194 tenants of the Hamilton and Lownsdale are added to the list of people who need housing, the effect will be devastating. Because of their relocation assistance and the amount of time they will have to find housing, tenants of the Hamilton and Lownsdale will probably find appropriate housing. However, the people who would have otherwise moved into that housing will be out on the street.

We are pleased with the statements of commitment that have been made by the federal General Services Administration and HUD to build replacement housing. However, there are some obstacles to the achievement of that commitment. HUD does not have any funded programs that would provide the kind of replacement housing that this community is seeking. Either an exception to current regulations will have to be negotiated, or a special appropriation will need to be made. Despite the impression that was made in the paper, although progress is being made, there is no certainty that replacement housing can be provided. There is absolutely no guarantee these processes will be completed before tenants are required to move from the Hamilton and the Lownsdale.

This resolution is important. It will provide a clear policy guideline that we believe will go a long way to ensure that the housing needs of this community are fully served. Thank you for your consideration of this important issue.



THE REASON I STAND BEFORE THE COUNTY COMMISSIONERS THIS MORNING IS TO CONVEY TO YOU THE NEEDS OF THE LOW-INCOME CITIZENS THAT LIVE IN DOWNTOWN. IN THE PAST FIFTEEN YEARS, THE LOW-INCOME HOUSING HAS DECLINED AND IS GETTING READY TO DECLINE EVEN MORE. DUE TO THE LACK OF GOOD LOW-INCOME HOUSING IS ONE REASON I NOW RESIDE AT THE LOWNSDALE.

THE CONDITIONS AT THE LOWNSDALE ARE VERY POOR. IT'S AN ELECTRICAL HAZZARD, WITH MOST IF NOT ALL ROOMS ONLY PROVIDING ONE ELECTRICAL PLUG-IN. EVEN IF WE COULD AFFORD A MICROWAVE OR ELECTRICAL COOKING UTENSILS, WE COULDN'T OPERATE THEM BECAUSE THEY WOULD BLOW FUSES IN THE BUILDING. WITHOUT PROPER COOKING CONDITIONS, THIS PUTS OUR COST OF LIVING AT UNREASONABLE LEVELS. MY UNDERSTANDING IS THAT THE LOWNSDALE IS ONE OF THE BETTER IN COMPARISON TO THE HAMILTON OR THE JACK LONDON.

THE LOW-INCOME COMMUNITY IS ASKING FOR YOUR HELP. IF THEY REMOVE THE LOWNSDALE AND HAMILTON WITHOUT PROPER HOUSING FOR US TO GO TO, THERE IS VIRTUALLY NO PLACE FOR US TO GO. OUR JOBS, LACK OF TRANSPORTATION, DUE TO COST, AND NEEDED SERVICES IN THE DOWNTOWN AREA REQUIRE US TO STAY DOWNTOWN.

THE UNITS AVAILABLE IN THE DOWNTOWN AREA ARE ALL HIGH RISE OR MEDIUM INCOME HOUSING, NOT LOW-INCOME.

TIME IS RUNNING OUT AS THE DEMOLITION OF THIS BLOCK IS A LITTLE OVER A YEAR AWAY. NOT MUCH TIME TO COME UP WITH REPLACEMENT LOW-INCOME HOUSING.

WE NEED YOUR HELP TO SPEED THE ALLOCATION OF THE FEDERAL FUNDS TO CONSTRUCT OR RENOVATE A LOCATION FOR LOW-INCOME TENANTS. THIS ISN'T SOMETHING TO PONDER ON AS TIME IS SHORT.

3-26-92

*Norman E. Wenzel*  
NORMAN E. WENZEL

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Seeking a Commitment	)	
of Federal Money to Replace With	)	
Specific Conditions 194 Units of Low	)	RESOLUTION
Income Housing In Downtown Portland to	)	
Be Lost Through the Demolition of the	)	92-42
Hamilton and Lownsdale Hotels	)	

WHEREAS, 5,183 low-income housing units existed in Downtown Portland in April of 1978; and

WHEREAS, 1,337 low-income housing units we lost from Downtown Portland in the period from 1978 to 1988; and

WHEREAS, Downtown Portland is an important low-income housing resource, appealing to a variety of needs and lifestyles and supported by existing services. This housing and these services cannot be effectively and economically replaced elsewhere in the County; and

WHEREAS, in the period from 3/88 to 3/92, according to the Portland Development Commission, there has been a net replacemet of 340 units of low-income housing in Downtown Portland; and

WHEREAS, the loss of 1,337 low-income housing units with the addition of 340 units results in a current loss of 997 units of low-income housing in Downtown Portland; and

WHEREAS, the 194 units of low-income housing contained in the Hamilton (147 units) and the Lownsdale (47 units) Hotels will be lost if they are demolished as part of a federal courthouse construction project;

NOW, THEREFORE, BE IT RESOLVED, that Multnomah County hereby supports efforts within the community and will advocate to seek a commitment from the federal government through the General Service Administration (GSA) to agree to the following conditions

- meet the full development costs required to replace the 194 units of low-income housing which will be lost through demolition of the Hamilton and Lownsdale Hotels; and
- replace these 194 units with new housing or with the renovation of currently vacant units in Downtown Portland; and

- ensure that the current tenants of the Hamilton and Lownsdale Hotels have first right of refusal to these additional housing units; and
- ensure tha these additional housing units are available before the tenants of the Hamilton and Lownsdale hotels are displaced; and
- ensure that the rents of these additional units are comparable to the rents currently paid by the these tenants; and
- make these additional units available to the current tenants of the Hamilton and Lownsdale Hotels without a prerequisite for involvement with any social service program.



ADOPTED this 26th day of March, 1992.

MULTNOMAH COUNTY, OREGON

By

Gladys McCoy  
Gladys McCoy, County Chair

REVIEWED  
LAURENCE KRESSEL, COUNTY COUNSEL  
for Multnomah County, Oregon

By \_\_\_\_\_



## GLADYS McCOY, Multnomah County Chair

Room 1410, Portland Building  
1120 S.W. Fifth Avenue  
Portland, Oregon 97204  
(503) 248-3308

March 26, 1992

Jim Gardner  
Metro Presiding Officer  
2000 S.W. First Avenue  
Portland, Oregon 97201

Tanya Collier, Chair  
Metro Governmental Affairs Committee  
2000 S.W. First Avenue  
Portland, Oregon 97201

Dear Jim and Tanya:

This letter is in response to your letter of March 20 pertaining to the perceived delay of the efforts of the joint committees to explore regionalization possibilities. There appears to be a misunderstanding of my position based upon my message delivered by Hank Miggins. I do not wish that misunderstanding to continue.

My position has not changed relative to the process currently underway. Neither I nor my Commissioners want to delay the process.

By this letter, I am directing County staff to continue, and I urge Metro staff to continue working together to determine if there are mutual benefits to our citizens. Both bodies need to review these efforts, discuss staff recommendations and act appropriately. There is no reason for delay.

Sincerely,

Gladys McCoy  
Multnomah County Chair

GM:ddf  
cc: Board of County Commissioners  
Metro Council  
Metro Executive Officer  
8648G