

## ANNOTATED MINUTES

*Tuesday, May 18, 1993 - 9:30 AM  
Multnomah County Courthouse, Room 602*

### AGENDA REVIEW

*B-1 Review of Agenda for Regular Meeting of Thursday, May 20, 1993.*

*C-4 COMMISSIONER KELLEY REQUESTED CONTINUANCE PENDING BUDGET AND STAFFING LEVEL ANALYSES AND LEGAL OPINION REGARDING LIABILITY AND POSSIBLE AMENDED CONTRACT LANGUAGE. STAFF DIRECTED TO PROVIDE INFORMATION AND TO SUBMIT ITEM FOR REGULAR AGENDA CONSIDERATION WITHIN ONE OR TWO WEEKS.*

*R-11 COMMISSIONER COLLIER TO BE A MEMBER OF THE ALTERNATIVE PAY SYSTEM FOR UPPER LEVEL EXEMPT EMPLOYEES ADVISORY COMMITTEE.*

*R-18 STAFF TO PRESENT VACANT POSITION COMMITTEE REPORT BRIEFING IN JUNE.*

*COMMISSIONER COLLIER AND CHAIR MIGGINS DISCUSSION OF AGENDA SCHEDULE TIMES.*

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*Tuesday, May 18, 1993 - 11:00 AM  
Multnomah County Courthouse, Room 602*

### BOARD BRIEFING

*B-2 Update on the Nehemiah Housing Program. Presented by Jaki Walker.*

*JAKI WALKER AND MICHAEL TROWER PRESENTATION AND RESPONSE TO BOARD QUESTIONS. NECDC TO REQUEST ADDITIONAL TAX FORECLOSED PROPERTIES FOR NEHEMIAH AFFORDABLE HOUSING PROJECT. COUNTY TO WORK ON PROCESS TO EXPEDITE CLEAR TITLE TRANSFERS.*

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*Thursday, May 20, 1993 - 9:30 AM  
Multnomah County Courthouse, Room 602*

### REGULAR MEETING

*Acting Chair Henry C. Miggins convened the meeting at 9:32 a.m., with Commissioners Sharron Kelley and Tanya Collier present, Commissioner Dan Saltzman excused. Vice-Chair Gary Hansen arrived at 9:36 a.m.*

REGULAR AGENDA

NON-DEPARTMENTAL

MANAGEMENT SUPPORT

- R-1      *Employee Relations Recognition Ceremony for Multnomah County Employees with Five through Fifteen Years Service.*

**5 YEAR AWARDS PRESENTED TO DOWNING BETHUNE, HAROLD FRESHOUR, JULIE ROGERS AND MICHAEL WASHINGTON OF DA'S OFFICE; DON ALLEN, LISA BISHOP, CARY HARKAWAY, ZOE HERRITT, SHARON JOHNSON, GLORIA MAIER, JULIA STONE AND JOHN TURNER OF DCC. 10 YEAR AWARDS PRESENTED TO KEVIN BOWERS AND LAWRENCE MONAGON OF DCC. 15 YEAR AWARD PRESENTED TO DOUGLAS BROWN OF DCC. 5 YEAR AWARDS PRESENTED TO JON CHRISTIAN, RANDALL DOWNS, WILLIE GRAHAM, ANTHONY LESTER AND ESTHER LUGALIA OF DES. 10 YEAR AWARDS PRESENTED TO LOUIS FLYNN, II, THOMAS MAHON AND LARRY NICHOLAS OF DES. 15 YEAR AWARDS PRESENTED TO MYRNA BLANCHARD, JOLENE BROCKMUELLER, DAVID BUSCHMAN, DONALD FREEMAN, DONALD HAUSKINS, LANCE HOUCK, JERRY LEMRICK, MICHAEL MINCH, JAMES MUNZ, MICHAEL OSWALD, MARY PFAU, PHYLLIS SALVADORE, RAYMOND STOUT AND VIRGINIA WEBSTER OF DES. 5 YEAR AWARDS PRESENTED TO SANDRA CATO, CARLA DAVIS, BENJAMIN ROUSSEAU AND DALE SMITH OF DLS. 10 YEAR AWARD PRESENTED TO BARBARA HARRINGTON OF DLS. 5 YEAR AWARDS PRESENTED TO MELISSA DAILY, SANDRA DUFFY, MATTHEW RYAN, REBECCA STEWARD, THERESA SULLIVAN AND ELLEN ULLRICK OF NOND. 10 YEAR AWARDS PRESENTED TO IDA ANDERSON, LAURENCE KRESSEL AND DONALD WINKLEY OF NOND. MARY McCOY ACCEPTED 12 YEAR AWARD ON BEHALF OF GLADYS McCOY. 5 YEAR AWARDS PRESENTED TO PHYLLIS FINLEY, JULIE GROTH, THELMA HOWARD, CARMEN KESTER, DELANA MARSHALL, JEANEEN McGAW, CHERYL MORGAN AND CHARLENE ZAHARAKIS OF DSS. 10 YEAR AWARDS PRESENTED TO TIMOTHY DEDERICK, MARCIA GARTRELL, LARRY SMITH AND SHARON TAYLOR OF DSS. 5 YEAR AWARD PRESENTED TO KATE JAMES OF NOND.**

CONSENT CALENDAR

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, IT WAS UNANIMOUSLY APPROVED THAT C-4 BE REMOVED FROM THE CONSENT**

**CALENDAR. BOARD DISCUSSION. JOHN DuBAY  
RESPONSE TO PROCEDURAL QUESTIONS OF  
COMMISSIONER KELLEY.**

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED  
BY COMMISSIONER COLLIER, THE CONSENT CALENDAR  
(ITEMS C-1 THROUGH C-3 AND C-5 THROUGH C-7) WAS  
UNANIMOUSLY APPROVED.**

**NON-DEPARTMENTAL**

- C-1      *In the Matter of the Appointments of Karen Kimber-Burger, Rich Goheen and Bob Lokting to the MULTNOMAH COUNTY ANIMAL CONTROL ADVISORY COMMITTEE***

**DEPARTMENT OF HEALTH**

- C-2      *Ratification of Amendment No. 1 to Intergovernmental Agreement Contract #201033, Between Multnomah County and Portland Public Schools, Reducing Early Intervention/Early Childhood Special Education Program Revenues, for the Period Upon Execution through June 30, 1993***
- C-3      *Ratification of Intergovernmental Agreement Contract #200224, Between Multnomah County and the Oregon Department of Corrections, Providing Sanitary Inspection of Food Service Premises at Columbia River Correctional Institution, for the Period July 14, 1993 through July 13, 1994***

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- C-5      *ORDER in the Matter of Contract 15732 for the Sale of Certain Real Property to Jeffrey William Lim***

**ORDER 93-184.**

- C-6      *ORDER in the Matter of Contract 15756 for the Sale of Certain Real Property to Ha To Ha***

**ORDER 93-185.**

- C-7      *ORDER in the Matter of the Execution of Deed D930887 Upon Complete Performance of a Contract to George P. Larimer***

**ORDER 93-186.**

**DEPARTMENT OF SOCIAL SERVICES**

- C-4      *Ratification of Intergovernmental Agreement Contract #100084, Between Multnomah County and Portland Public School District #1J, Providing Educational Services for Up to 30 High-Risk Juvenile Offenders Served Through a Subcontractor, for the Period July 1, 1993 through June 30, 1994***

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, IT WAS UNANIMOUSLY APPROVED THAT C-4 BE CONTINUED TO THURSDAY, JUNE 3, 1993 FOR REGULAR AGENDA CONSIDERATION. STAFF DIRECTED TO SUBMIT BUDGET AND STAFFING LEVEL ANALYSES AND LEGAL OPINION REGARDING LIABILITY AND POSSIBLE AMENDED CONTRACT LANGUAGE.**

**REGULAR AGENDA**

**JUSTICE SERVICES**

**SHERIFF'S OFFICE**

- R-2      *Ratification of Amendment No. 1 to Intergovernmental Agreement Contract #800353, Between the Oregon State Marine Board and Multnomah County, Providing Increased Revenue to Purchase a 15' Boston Whaler Patrol Craft with an E-Z Loader Trailer for the Sheriff's Office River Patrol Unit*

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, R-2 WAS UNANIMOUSLY APPROVED.**

- R-3      *Budget Modification MCSO #14 Requesting Authorization to Appropriate \$18,500 in Marine Board Enhancement Funds to the Enforcement Division Budget, in Order to Purchase a 15' Boston Whaler Patrol Craft with an E-Z Loader Trailer for the Sheriff's Office River Patrol Unit*

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, R-3 WAS UNANIMOUSLY APPROVED.**

**PUBLIC CONTRACT REVIEW BOARD**

*(Recess as the Board of County Commissioners and convene as the Public Contract Review Board)*

- R-4      *ORDER in the Matter of [a Request for] an Exemption from Public Bidding a Contract with Stevens Marine for the Purchase of a Boston Whaler Patrol Boat [for the Sheriff's Office River Patrol Unit]*

**COMMISSIONER KELLEY MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF R-4. BOARD COMMENTS AND DISCUSSION. ORDER 93-187 UNANIMOUSLY APPROVED.**

*(Recess as the Public Contract Review Board and reconvene as the Board of County Commissioners)*

**DEPARTMENT OF HEALTH**

- R-5      *Ratification of Intergovernmental Agreement Contract #200244, Between Multnomah County and Oregon Health Sciences University, University Hospital, Providing Health Services for Enrolled Members of the University Hospital PCO Health Plan, for the Period June 1, 1993 through May 31, 1994*

**UPON MOTION OF COMMISSIONER COLLIER, SECONDED BY COMMISSIONER KELLEY, R-5 WAS UNANIMOUSLY APPROVED.**

**NON-DEPARTMENTAL**  
**MANAGEMENT SUPPORT**

- R-6      *Second Reading and Possible Adoption of an ORDINANCE Amending Ordinance 660 as Amended by Ordinance 722, the Multnomah County Audit Committee (MCAC) Ordinance by Providing for Staggered Terms of the Three Citizen Member MCAC*

**PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER KELLEY MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF THE SECOND READING AND ADOPTION. NO ONE WISHED TO TESTIFY. ORDINANCE 761 UNANIMOUSLY APPROVED.**

- R-7      *RESOLUTION in the Matter of the Issuance of Short-Term Promissory Notes (Tax Anticipation Notes, Series 1993) in the Amount of Not to Exceed \$11,500,000 for the Purpose of Meeting Current Expenses of the County for the 1993-94 Fiscal Year*

**UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER KELLEY, RESOLUTION 93-188 WAS UNANIMOUSLY APPROVED.**

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- R-8      *Second Reading and Possible Adoption of an ORDINANCE in the Matter of Increasing Cemetery Rates for County Cemeteries, Amending Multnomah County Code 5.10.250*

**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 762 UNANIMOUSLY APPROVED.**

- R-9      *Second Reading and Possible Adoption of an ORDINANCE Amending Multnomah County Code Chapter 10.15.110, Park Fees*

**PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER HANSEN MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF THE SECOND READING AND ADOPTION. NO ONE WISHED TO TESTIFY. ORDINANCE 763 UNANIMOUSLY APPROVED.**

NON-DEPARTMENTAL

- R-10 *In the Matter of the Health Department Request for Immediate Exemption from the Hiring Freeze for Office Assistant II and Health Assistant Job Classification Vacancies, Specifically for Bilingual Hiring*

**UPON MOTION OF COMMISSIONER COLLIER, SECONDED BY COMMISSIONER HANSEN, R-10 WAS UNANIMOUSLY APPROVED.**

- R-11 *Second Reading and Possible Adoption of an ORDINANCE Freezing Annual Base Pay Rates of Exempt Employees Earning \$60,000 or More Per Year, and Amending Ordinance 742*

**PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF THE SECOND READING AND ADOPTION. CHAIR MIGGINS COMMENTS IN OPPOSITION. NO ONE WISHED TO TESTIFY. ORDINANCE 764 APPROVED, WITH COMMISSIONERS KELLEY, HANSEN AND COLLIER VOTING AYE AND CHAIR MIGGINS VOTING NO.**

DEPARTMENT OF SOCIAL SERVICES

- R-12 *Housing and Community Development Program Request for Approval of the Submission of an Application for \$778,000 in Community Development Block Grant Funds for Fiscal Year 1993-1994 and Approval of the Final Statement of Community Development Objectives and Use of Funds for Multnomah County, Oregon*

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, R-12 WAS UNANIMOUSLY APPROVED.**

- R-13 *RESOLUTION in the Matter of Approval of the Concept of the 1993 HOME Block Grant Work Plan, Including the 1992 Carry Over Funds*

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, RESOLUTION 93-189 WAS UNANIMOUSLY APPROVED.**

- R-14 *RESOLUTION in the Matter of Reauthorization of the 1990-1993 Housing and Community Development Plan Through Fiscal Year 1993-1994*

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, RESOLUTION 93-190 WAS UNANIMOUSLY APPROVED.**

- R-15 *RESOLUTION in the Matter of Approval of the Multnomah County Residential Anti-Displacement and Relocation Assistance Plan*

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED  
BY COMMISSIONER COLLIER, RESOLUTION 93-191 WAS  
UNANIMOUSLY APPROVED.**

**VACANT POSITION COMMITTEE RECOMMENDATIONS**  
**HIRING FREEZE BUDGET MODIFICATIONS**

- R-16      *Budget Modification DES #30 Requesting Authorization to Delete Funding for One Property Appraiser/Residential Position in the Division of Assessment and Taxation, Appraisal/Residential Program*

**UPON MOTION OF COMMISSIONER COLLIER, SECONDED  
BY COMMISSIONER HANSEN, R-16 WAS UNANIMOUSLY  
DENIED.**

- R-17      *Budget Modification DSS #60 Requesting Authorization to Delete Funding for a Vacant Juvenile Justice Division Word Processing Operator Position*

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED  
BY COMMISSIONER HANSEN, R-17 WAS UNANIMOUSLY  
DENIED.**

- R-18      *Budget Modification DSS #61 Requesting Authorization to Delete Funding for a Vacant Juvenile Justice Division Data Technician Position*

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED  
BY COMMISSIONER COLLIER, R-18 WAS UNANIMOUSLY  
DENIED.**

**PUBLIC COMMENT**

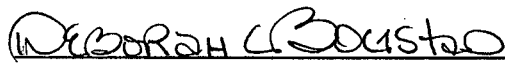
- R-19      *Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.*

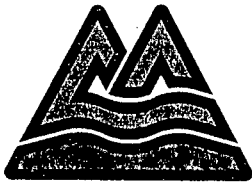
**DAVID BEEM TESTIFIED REGARDING NEED FOR SPECIAL  
ASSISTANCE FOR DISABLED PEOPLE IN JAILS AND  
ELSEWHERE. MR. BEEM TO CONTACT COMMISSIONER  
KELLEY FOR FURTHER DISCUSSION.**

**BOARD DISCUSSION REGARDING PLACEMENT OF PUBLIC  
COMMENT AT BEGINNING OF AGENDA.**

*There being no further business, the meeting was adjourned at 10:15 a.m.*

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

  
Deborah L. Bogstad



# MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK  
SUITE 1510, PORTLAND BUILDING  
1120 S.W. FIFTH AVENUE  
PORTLAND, OREGON 97204

## BOARD OF COUNTY COMMISSIONERS

GLADYS McCOY •	CHAIR •	248-3308
DAN SALTZMAN •	DISTRICT 1 •	248-5220
GARY HANSEN •	DISTRICT 2 •	248-5219
TANYA COLLIER •	DISTRICT 3 •	248-5217
SHARRON KELLEY •	DISTRICT 4 •	248-5213
CLERK'S OFFICE •	248-3277 •	248-5222

## AGENDA

### MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

#### FOR THE WEEK OF

MAY 17 - 21, 1993

Tuesday, May 18, 1993 - 9:30 AM - Agenda Review. . . . .Page 2  
Tuesday, May 18, 1993 - 11:00 AM - Board Briefing. . . . .Page 2  
Thursday, May 20, 1993 - 9:30 AM - Regular Meeting . . . . .Page 2

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

Thursday, 10:00 PM, Channel 11 for East and West side subscribers  
Thursday, 10:00 PM, Channel 49 for Columbia Cable (Vancouver) 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

INDIVIDUALS WITH DISABILITIES MAY CALL THE OFFICE OF THE BOARD CLERK AT 248-3277 OR 248-5222 OR MULTNOMAH COUNTY TDD PHONE 248-5040 FOR INFORMATION ON AVAILABLE SERVICES AND ACCESSIBILITY.



Tuesday, May 18, 1993 - 9:30 AM

Multnomah County Courthouse, Room 602

AGENDA REVIEW

- B-1 Review of Agenda for Regular Meeting of Thursday, May 20, 1993.
- 

Tuesday, May 18, 1993 - 11:00 AM

Multnomah County Courthouse, Room 602

BOARD BRIEFING

- B-2 Update on the Nehemiah Housing Program. Presented by Jaki Walker. 45 MINUTES REQUESTED.
- 

Thursday, May 20, 1993 - 9:30 AM

Multnomah County Courthouse, Room 602

REGULAR MEETING

REGULAR AGENDA

NON-DEPARTMENTAL

MANAGEMENT SUPPORT

- R-1 Employee Relations Recognition Ceremony for Multnomah County Employees with Five through Fifteen Years Service. 9:30 AM TIME CERTAIN, 45 MINUTES REQUESTED.

CONSENT CALENDAR

NON-DEPARTMENTAL

- C-1 In the Matter of the Appointments of Karen Kimber-Burger, Rich Goheen and Bob Lokting to the MULTNOMAH COUNTY ANIMAL CONTROL ADVISORY COMMITTEE

DEPARTMENT OF HEALTH

- C-2 Ratification of Amendment No. 1 to Intergovernmental Agreement Contract #201033, Between Multnomah County and Portland Public Schools, Reducing Early Intervention/Early Childhood Special Education Program Revenues, for the Period Upon Execution through June 30, 1993
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- C-4 Ratification of Intergovernmental Agreement Contract #100084, Between Multnomah County and Portland Public School District #1J, Providing Educational Services for Up to 30 High-Risk Juvenile Offenders Served Through a Subcontractor, for the Period July 1, 1993 through June 30, 1994

DEPARTMENT OF ENVIRONMENTAL SERVICES

- C-5 ORDER in the Matter of Contract 15732 for the Sale of Certain Real Property to Jeffrey William Lim
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- C-7 ORDER in the Matter of the Execution of Deed D930887 Upon Complete Performance of a Contract to George P. Larimer

REGULAR AGENDA

JUSTICE SERVICES

SHERIFF'S OFFICE

- R-2 Ratification of Amendment No. 1 to Intergovernmental Agreement Contract #800353, Between the Oregon State Marine Board and Multnomah County, Providing Increased Revenue to Purchase a 15' Boston Whaler Patrol Craft with an E-Z Loader Trailer for the Sheriff's Office River Patrol Unit
- R-3 Budget Modification <sup>MCSO #14</sup> ~~MCSO #4~~ Requesting Authorization to Appropriate \$18,500 in Marine Board Enhancement Funds to the Enforcement Division Budget, in Order to Purchase a 15' Boston Whaler Patrol Craft with an E-Z Loader Trailer for the Sheriff's Office River Patrol Unit

PUBLIC CONTRACT REVIEW BOARD

(Recess as the Board of County Commissioners and convene as the Public Contract Review Board)

- R-4 ORDER in the Matter of [a Request for] an Exemption from Public Bidding a Contract with Stevens Marine for the Purchase of a Boston Whaler Patrol Boat [for the Sheriff's Office River Patrol Unit]

(Recess as the Public Contract Review Board and reconvene as the Board of County Commissioners)

DEPARTMENT OF HEALTH

- R-5 Ratification of Intergovernmental Agreement Contract #200244, Between Multnomah County and Oregon Health Sciences University, University Hospital, Providing Health Services for Enrolled Members of the University Hospital PCO Health Plan, for the Period June 1, 1993 through May 31, 1994

NON-DEPARTMENTAL  
MANAGEMENT SUPPORT

- R-6 Second Reading and Possible Adoption of an ORDINANCE Amending Ordinance 660 as Amended by Ordinance 722, the Multnomah County Audit Committee (MCAC) Ordinance by Providing for Staggered Terms of the Three Citizen Member MCAC
- R-7 RESOLUTION in the Matter of the Issuance of Short-Term Promissory Notes (Tax Anticipation Notes, Series 1993) in the Amount of Not to Exceed \$11,500,000 for the Purpose of Meeting Current Expenses of the County for the 1993-94 Fiscal Year

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-8 Second Reading and Possible Adoption of an ORDINANCE in the Matter of Increasing Cemetery Rates for County Cemeteries, Amending Multnomah County Code 5.10.250
- R-9 Second Reading and Possible Adoption of an ORDINANCE Amending Multnomah County Code Chapter 10.15.110, Park Fees

NON-DEPARTMENTAL

- R-10 In the Matter of the Health Department Request for Immediate Exemption from the Hiring Freeze for Office Assistant II and Health Assistant Job Classification Vacancies, Specifically for Bilingual Hiring
- R-11 Second Reading and Possible Adoption of an ORDINANCE Freezing Annual Base Pay Rates of Exempt Employees Earning \$60,000 or More Per Year, and Amending Ordinance 742

DEPARTMENT OF SOCIAL SERVICES

- R-12 Housing and Community Development Program Request for Approval of the Submission of an Application for \$778,000 in Community Development Block Grant Funds for Fiscal Year 1993-1994 and Approval of the Final Statement of Community Development Objectives and Use of Funds for Multnomah County, Oregon
- R-13 RESOLUTION in the Matter of Approval of the Concept of the 1993 HOME Block Grant Work Plan, Including the 1992 Carry Over Funds
- R-14 RESOLUTION in the Matter of Reauthorization of the 1990-1993 Housing and Community Development Plan Through Fiscal Year 1993-1994
- R-15 RESOLUTION in the Matter of Approval of the Multnomah County Residential Anti-Displacement and Relocation Assistance Plan

VACANT POSITION COMMITTEE RECOMMENDATIONS  
HIRING FREEZE BUDGET MODIFICATIONS

- R-16 Budget Modification DES #30 Requesting Authorization to Delete Funding for One Property Appraiser/Residential Position in the Division of Assessment and Taxation, Appraisal/Residential Program
- R-17 Budget Modification DSS #60 Requesting Authorization to Delete Funding for a Vacant Juvenile Justice Division Word Processing Operator Position
- R-18 Budget Modification DSS #61 Requesting Authorization to Delete Funding for a Vacant Juvenile Justice Division Data Technician Position

PUBLIC COMMENT

- R-19 Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.



**DAN SALTZMAN, Multnomah County Commissioner, District One**

1120 S.W. Fifth Avenue, Suite 1500 • Portland, Oregon 97204 • (503) 248-5220 • FAX (503) 248-5440

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

DATE: May 10, 1993  
TO: Board of County Commissioners  
Office of Clerk of the Board  
FROM: Dan Saltzman *D.S.*  
RE: Absence from office

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I will be out-of-state working with Annie E. Casey Foundation on detention reform issues Tuesday 5-18-93 through Friday 5-21-93. I will therefore miss meetings of the Board of County Commissioners on May 18th and May 20th.

1993 MAY 10 PM 4:37  
MULTNOMAH COUNTY  
OREGON

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

MAY 20 1993

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

R-1

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: EMPLOYEE RECOGNITION CEREMONY

BCC Informal \_\_\_\_\_

(date)

BCC Formal \_\_\_\_\_

May 20, 1993

(date)

DEPARTMENT \_\_\_\_\_

Non-D

DIVISION \_\_\_\_\_

Employee Services

CONTACT \_\_\_\_\_

Sara Martin

TELEPHONE \_\_\_\_\_

248-5015

PERSON(S) MAKING PRESENTATION \_\_\_\_\_

Acting Chair, H. Miggins and Sara Martin

ACTION REQUESTED:

☐

INFORMATIONAL ONLY

☐

POLICY DIRECTION

☐

APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: \_\_\_\_\_

45 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):

EMPLOYEE RELATIONS CEREMONY FOR 5 THROUGH 15 YEAR EMPLOYEES

(If space is inadequate, please use other side)

SIGNATURES:

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

*Hank Miggins*

Or

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

(All accompanying documents must have required signatures)

BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 11 PM 3:28  
MULTNOMAH COUNTY  
OREGON

**SERVICE AWARDS BOARD MEETING**  
5, 10, and 15 Year Attendees  
MAY 20, 1993

DA

5 year

Downing Bethune  
Harold Freshour  
Julie Rogers  
Michael Washington

DCC

5 year

Don Allen  
Lisa Bishop  
Cary Harkaway  
Zoe Herritt  
Sharon Johnson  
Gloria Maier  
Julia Stone  
John Turner

10 year

Kevin Bowers  
Lawrence Monagon

15 year

Douglas Brown

DES

5 year

Jon Christian  
Randall Downs  
Willie Graham  
Anthony Lester  
Esther Lugalía  
Dianne Rabetoy

DES

10 year

Louis Flynn II  
Thomas Mahon  
Larry Nicholas

15 year

Myrna Blanchard  
Jolene Brockmueller  
David Buschman  
Donald Freeman  
Donald Hauskins  
Lance Houck  
Jerry Lemrick  
Michael Minch  
James Munz  
Michael Oswald  
Mary Pfau  
Phyllis Salvadore  
Raymond Stout  
Virginia Webster

Library

5 year

Sandra Cato  
Carla Davis  
Benjamin Rousseau  
Dale Smith

10 year

Barbara Harrington

NOND

5 year

Melissa Dailey  
Sandra Duffy  
Gloria Fisher  
Gina Oliveros  
Matthew Ryan  
Rebecca Steward  
Theresa Sullivan  
Ellen Ullrick

10 year

Ida Anderson  
Laurence Kressel  
Donald Winkley

DSS

5 year

Phyllis Finley  
Julie Groth  
Thelma Howard  
Carmen Kester  
Delana Marshall  
Jeaneen McGaw  
Cheryl Morgan  
Charlene Zaharakis

10 year

Timothy Dederick  
Marcia Gartrell  
Larry Smith  
Sharron Taylor



Meeting Date: MAY 20 1993

Agenda No.: C-1

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: APPOINTMENTS

BCC Informal \_\_\_\_\_ BCC Formal May 20, 1993  
(date) (date)

DEPARTMENT Non-departmental DIVISION Chair's Office

CONTACT Kathy Millard TELEPHONE 248-3308

PERSON(S) MAKING PRESENTATION \_\_\_\_\_

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: Consent Calendar

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):

Animal Control Advisory Committee

Karen Kimber-Burger, City of Troutdale, term expires 3/95

Bob Lokting, City of wood Village, term expires 3/95

Rich Goheen, City of Fairview, term expires 3/95

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL Dark Higgins

Or

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

(All accompanying documents must have required signatures)

BOARD OF  
COUNTY ENGINEERS  
1993 MAY 12 PM 12:03  
MULTNOMAH COUNTY  
OREGON

Meeting Date: MAY 20 1993

Agenda Number: C-2

(Above for Clerk's Office Use Only)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

Subject: Ratification of Agreement with Portland Public Schools

Board Briefing: \_\_\_\_\_ Regular Meeting: \_\_\_\_\_  
(date) (date)

Department: Health Division: \_\_\_\_\_

Contact: Tom Fronk Telephone: x4274

Person(s) Making Presentation: Tom Fronk

Action Requested

☐ Information Only ☐ Policy Direction ☒ Approval

Estimated Time Needed on Board Agenda: 5 minutes or less

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):

Ratification of amendment to the intergovernmental agreement with Portland Public Schools reducing revenue for services provided by Health Department by \$4,000.00. The Health Department will be reimbursed \$166,000.00 for providing early intervention services to preschool children with disabilities from birth to age of eligibility for entry into kindergarten.

5/24/93 originals to Herman Beane

Signatures

Elected Official \_\_\_\_\_

OR

Department Director Billi Odegaard

(All accompanying documents must have required signatures!)

BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 11 PM 3:48  
MULTNOMAH COUNTY  
OREGON



# MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT  
426 S.W. STARK STREET, 8TH FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3674  
FAX (503) 248-3676 TDD (503) 248-3816

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

TO: H.C. Miggins  
Acting Multnomah County Chair

VIA: Bill Odegaard, Director  
Health Department

FROM: Tom Fronk, Business Services Manager  
Health Department

DATE: April 27, 1993

SUBJECT: Amendment to Early Intervention Services Agreement with Portland Public Schools

Recommendation: The Health Department recommends County Chair approval and Board ratification of this amendment to intergovernmental agreement with Portland Public Schools for the period upon execution to and including June 30, 1993.

Analysis: The amendment will reduce the contract amount by \$4,000 thus making the new contract amount \$166,000. The county will be reimbursed in accord with the existing terms of the agreement.

Background: This is the first agreement for Early Intervention Services with the Portland Public Schools.

**CONTRACT APPROVAL FORM**

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 201033Amendment # 1

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services under \$25,000	<input type="checkbox"/> Professional Services over \$25,000 (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 checked="" type="checkbox"/> Revenue	<input type="checkbox"/> Intergovernmental Agreement <b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b> AGENDA # <u>C-2</u> DATE <u>5/20/93</u> <u>DEB BOGSTAD</u> <b>BOARD CLERK</b>

Department HEALTH Division \_\_\_\_\_ Date \_\_\_\_\_Contract Originator Brame Phone x2670 Bldg/Room 150/2Administrative Contact Fronk Phone x4274 Bldg/Room 160/7Description of Contract Amendment reduces the contract by \$4,000.00.

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

ORS/AR # \_\_\_\_\_ Contractor is ☐ MBE ☐ WBE ☐ QRFContractor Name Portland Public Schools (Regional/Contract/Hospital/Early Intervention Programs)Mailing Address 531 Southeast 14th Avenue  
Portland, Oregon 97214Phone 280-5840Employer ID# or SS# N/AEffective Date Upon ExecutionTermination Date June 30, 1993Original Contract Amount \$ 170,000.00

Total Amount of Previous Amendments \$ \_\_\_\_\_

Amount of Amendment \$ (4,000.00)Total Amount of Agreement \$ 166,000.00Remittance Address \_\_\_\_\_  
(If Different)

Payment Schedule \_\_\_\_\_ Terms \_\_\_\_\_

☐ Lump Sum \$ \_\_\_\_\_ ☐ Due on receipt☐ Monthly \$ \_\_\_\_\_ ☐ Net 30☐ Other \$ \_\_\_\_\_ ☐ Other \_\_\_\_\_☐ Requirements contract - Requisition required.

Purchase Order No. \_\_\_\_\_

☐ Requirements Not to Exceed \$ \_\_\_\_\_**REQUIRED SIGNATURES:**Department Manager B. BodgaardPurchasing Director  
(Class II Contracts Only) [Signature]County Counsel [Signature]County Chair / Sheriff [Signature]Contract Administration  
(Class I, Class II Contracts Only) \_\_\_\_\_Encumber: Yes ☐ No ☐Date 5/4/93

Date \_\_\_\_\_

Date 5-11-93Date May 20, 1993

Date \_\_\_\_\_

VENDOR CODE			VENDOR NAME						TOTAL AMOUNT \$		
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/ REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	156	015	0755			2766		318	Revenue	(\$4,000)	
02.											
03.											
* If additional space is needed, attach separate page. Write contract # on top of page.											

INSTRUCTIONS ON REVERSE SIDE



Region VI Administrative Office

## Early Intervention

### Early Childhood Special Education Program

531 SE 14th Ave. Portland, Oregon 97214

Phone 280-5840 or Fax 280-6468



Serving:  
Clackamas  
Clatsop  
Columbia  
Hood River  
Multnomah  
Washington &  
Wasco Counties

Administrators:  
Nancy Horner,  
Assistant Director  
Susan Saling,  
Coordinator

### AMENDMENT TO AGREEMENT

The Agreement dated July 8, 1992 between Portland Public Schools (Contractor) and Multnomah County Health Department to provide EI/ECSE services is amended as follows.

Paragraph 8 is amended by decreasing the contract amount by \$4,000.00. The new contract amount is \$166,000.00

Executed, April 15, 1993.

MULTNOMAH CO. HEALTH DEPT.

PORTLAND PUBLIC SCHOOLS

By Billi Odgaard  
Billi Odgaard

By \_\_\_\_\_  
George A. Collins  
Deputy Clerk

Title Director, Health Department

MULTNOMAH COUNTY, OREGON

By H.C. Higgins  
H.C. Higgins, Acting County Chair  
Date May 20, 1993

#### REVIEWED:

LAURENCE B. KRESSEL, County Counsel  
for Multnomah County, Oregon

By [Signature]  
Date 5-11-93

APPROVED MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-2 DATE 5/20/93  
DEB BOGSTAD  
BOARD CLERK

Meeting Date: MAY 20 1993

'Agenda Number: C-3

(Above for Clerk's Office Use Only)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

Subject: Revenue Agreement with Oregon Department of Corrections

Board Briefing: \_\_\_\_\_ Regular Meeting: \_\_\_\_\_  
(date) (date)

Department: HEALTH Division: \_\_\_\_\_

Contact: Tom Fronk Telephone: x4274

Person(s) Making Presentation: Tom Fronk

Action Requested

☐ Information Only ☐ Policy Direction ☒ Approval

Estimated Time Needed on Board Agenda: 5 minutes or less

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):

Ratification of intergovernmental agreement with State of Oregon, Department of Corrections. State will pay the County to perform sanitary inspection of food service premises at Columbia River Correctional Institution.

5/24/93 originals to Herman Beane

Signatures

Elected Official \_\_\_\_\_

OR

Department Director Bill Odgers

(All accompanying documents must have required signatures!)

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1993 MAY 11 AM 10:24



# MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT  
426 S.W. STARK STREET, 8TH FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3674  
FAX (503) 248-3676 TDD (503) 248-3816

BOARD OF COUNTY COMMISSIONERS  
GLADYS MCCOY • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

TO: Henry C. Miggins, Acting Multnomah County Chair

VIA: Bill *file* Odegaard, Director, Health Department

FROM: Tom Fronk, Business Services Manager  
Health Department *Tom*

DATE: April 16, 1992

SUBJECT: Revenue Agreement with Oregon Department of Corrections

Recommendations: The Health Department recommends County Chair approval and Board ratification of this intergovernmental Revenue agreement with the Oregon Department of Corrections effective July 14, 1993 to and including July 13, 1994.

Analysis: As a requirement of State of Oregon operational audit of its various facilities, the Columbia River Correctional Institution of the Oregon Department of Corrections requires a sanitary inspection of its food service facilities. The contractor requires one inspection each calendar year at the rate \$245 each.

Background: The Multnomah County Health Department had done similar inspections for other State of Oregon facilities.

[0893k-p]



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 200224

Amendment # \_\_\_\_\_

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services under \$25,000	<input type="checkbox"/> Professional Services over \$25,000 (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	<input checked="" type="checkbox"/> Intergovernmental Agreement  <b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b> AGENDA # <u>C-3</u> DATE <u>5/20/93</u> <u>DEB BOGSTAD</u> <b>BOARD CLERK</b> REVENUE

Department HEALTH Division \_\_\_\_\_ Date \_\_\_\_\_Contract Originator BRAME Phone x2670 Bldg/Room 160/2Administrative Contact FRONK Phone x4274 Bldg/Room 160/7Description of Contract Food service sanitation inspection.

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

ORS/AR # \_\_\_\_\_ Contractor is ☐ MBE ☐ WBE ☐ QRFContractor Name Oregon Department of Corrections  
Columbia River Corrections Institution N/AMailing Address 9111 N.E. Sunderland Ave.  
Portland, Oregon 97211Phone 280-6646Employer ID# or SS# N/AEffective Date July 14, 1993Termination Date July 13, 1994Original Contract Amount \$ 245.00

Total Amount of Previous Amendments \$ \_\_\_\_\_

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

Total Amount of Agreement \$ \_\_\_\_\_

REQUIRED SIGNATURES:

Department Manager Belli OdegardPurchasing Director  
(Class II Contracts Only) [Signature]County Counsel [Signature]County Chair / Sheriff [Signature]

Contract Administration

(Class I, Class II Contracts Only)

Remittance Address  
(If Different) \_\_\_\_\_

Payment Schedule \_\_\_\_\_ Terms \_\_\_\_\_

☐ Lump Sum \$ \_\_\_\_\_ ☐ Due on receipt☐ Monthly \$ \_\_\_\_\_ ☐ Net 30☐ Other \$ \_\_\_\_\_ ☐ Other \_\_\_\_\_☐ Requirements contract - Requisition required.

Purchase Order No. \_\_\_\_\_

☐ Requirements Not to Exceed \$ \_\_\_\_\_Encumber: Yes ☐ No ☐Date 4/29/93

Date \_\_\_\_\_

Date 5-6-93Date May 20, 1993

Date \_\_\_\_\_

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT		INC/DEC IND
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	
01.	156	015	0231			3001				\$245.00	
02.	100										
03.											
* If additional space is needed, attach separate page. Write contract # on top of page.											

INSTRUCTIONS ON REVERSE SIDE

WHITE CONTRACT ADMINISTRATION CANARY INITIATION PINK FINANCE



MULTNOMAH COUNTY  
AND  
STATE OF OREGON  
SANITARY INSPECTION AGREEMENT

THIS INTERGOVERNMENTAL AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 1993, by and between MULTNOMAH COUNTY, a political subdivision of the State of Oregon (hereinafter referred as "COUNTY"), and the STATE OF OREGON, DEPARTMENT OF CORRECTIONS, (hereinafter referred to as "STATE"),

WITNESSETH:

WHEREAS, STATE's Corrections Department requires services which COUNTY is capable of providing, under terms and conditions hereinafter described, and

WHEREAS, COUNTY is able and prepared to provide such services as STATE does hereinafter require, under those terms and conditions set forth; now, and

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

1. Term.

The term of this Agreement shall be from July 14, 1993 to and including July 13, 1994, unless sooner terminated under the provisions hereof.

2. Services.

A. Sanitary inspection of food service premises at Columbia River Correctional Institution.

3. Compensation.

A. STATE agrees to pay COUNTY \$245 based on the following terms:

1) (1) inspection at \$245 each.

B. STATE certifies that either federal, state or local funds are available and authorized to finance the costs of this Agreement. In the event that funds cease to be available to STATE in the amounts anticipated, STATE may terminate or reduce Agreement funding accordingly. STATE will notify COUNTY as soon as it receives notification from funding source. Reduction or termination will not effect payment for accountable expenses prior to the effective date of such action.

C. All final billings affecting Agreement payments must be received within thirty (30) days after the end of the Agreement period. Agreement payments not triggered or billed within this specified time period will be the sole responsibility of COUNTY.

#### 4. Contractor is Independent Contractor

A. COUNTY is an independent contractor and is solely responsible for the conduct of its programs. STATE, its employees and agents shall not be deemed employees or agents of COUNTY.

B. STATE shall defend, hold and save harmless COUNTY, its officers, agents, and employees from damages arising out of the tortious acts of STATE, or its officers, agents, and employees acting within the scope of their employment and duties in performance of this Agreement subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.300, and any applicable provisions of the Oregon Constitution.

C. COUNTY shall defend, hold and save harmless STATE, its officers, agents, and employees from damages arising out of the tortious acts of COUNTY, or its officers, agents, and employees acting within the scope of their employment and duties in performance of this Agreement subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.300, and any applicable provisions of the Oregon Constitution.

#### 5. Workers Compensation

A. STATE shall maintain Workers' Compensation insurance coverage for all non-exempt workers, employees, and subcontractors either as a carrier insured employer or a self-insured employer as provided in Chapter 656 of Oregon Revised Statutes.

#### 6. Contractor Identification

STATE shall furnish to COUNTY its employer identification number, as designated by the Internal Revenue Service.

#### 7. Waiver of Default.

Waiver of a default shall not be deemed to be a waiver of any subsequent default. Waiver of breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the provisions of this Agreement.

#### 8. Adherence to Law

A. STATE shall adhere to all applicable laws governing its relationship with its employees, including but not limited to laws, rules, regulations and policies concerning workers' compensation, and minimum and prevailing wage requirements.

B. STATE shall not unlawfully discriminate against any individual with respect to hiring, compensation, terms, conditions or privileges or employment, nor shall any person be excluded from participation in, be denied the benefits or, or be subjected to discrimination under any program or activity because of such individual's race, color, religion, sex, national origin, age or handicap. In that regard, STATE must comply with all applicable provisions of Executive Order Number 11246 as amended by Executive

Order Number 11375 of the President of the United States dated September 24, 1965, Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000(d)) and Section 504 of the Rehabilitation Act of 1973 as implemented by 45 C.F.R. 84.4 and the Americans with Disabilities Act of 1990, Public Law Number 101-336 and all enacting regulations of the EEOC and Department of Justice. STATE will also comply with all applicable rules, regulations and orders of the Secretary of Labor concerning equal opportunity in employment and the provisions of ORS Chapter 659.

#### 9. Modification

A. In the event that COUNTY's Agreement obligation is amended by a federal or state initiated change, COUNTY shall amend this Agreement through written notification of changes sent to STATE by mail. STATE shall sign the amendment and return to COUNTY within twenty (20) working days of receipt of COUNTY's notification document.

B. Any other amendments to the provisions of this Agreement, whether COUNTY or STATE initiated, shall be reduced to writing and signed by both parties.

#### 10. Integration

This Agreement contains the entire Agreement between the parties and supersedes all prior written or oral discussions or Agreements.

#### 11. Early Termination

A. This Agreement may be terminated by either party by sixty (60) days written notice to the other party.

B. Immediate termination or amendment by COUNTY may occur under any of the following conditions:

1) Upon notice of denial, revocation, suspension or nonrenewal of any license or certificate required by law or regulation to be held by STATE.

2) Upon notice to COUNTY of evidence that STATE has endangered or is endangering the health and safety of clients/residents, staff, or the public.

3) Upon evidence of STATE'S financial instability which COUNTY deems sufficient to jeopardize customary level and/or quality of service.

C. Payment to COUNTY will include all services provided through the day of termination and shall be in full satisfaction of all claims by COUNTY against STATE under this Agreement.

D. Termination under any provision of this section shall not affect any right, obligation or liability of STATE or COUNTY which accrued prior to such termination.

#### 12. Litigation.

A. STATE shall give COUNTY immediate notice in writing of any action or suit filed or any claim made against STATE or any subcontractor of which STATE may be aware of which may result in litigation related in any way to this Agreement.

13. Oregon Law and Forum

This Agreement shall be construed according to the law of the state of Oregon.

14. Certification Regarding Lobbying

A. No federal appropriated funds can be or will be paid, by or on behalf of the contractor, to any person for influencing or attempting to influence an officer or an employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this contract, the contractor shall complete and submit Standard Form-111, "Disclosure Form to Report Lobbying," in accordance with its instructions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers the date first written above.

OREGON DEPARTMENT OF CORRECTIONS

By \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Federal I.D. Number

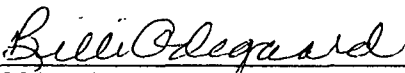
**APPROVED MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS**  
AGENDA # C-3 DATE 5/20/93  
DEB BOGSTAD  
**BOARD CLERK**

MULTNOMAH COUNTY, OREGON

By   
H. C. Miggins  
Acting Multnomah County Chair

Date May 20, 1993

HEALTH DEPARTMENT

By:   
Billi Odegaard, Director

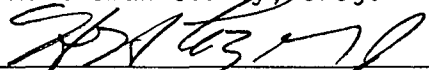
Date: 4/29/93

By:   
Program Manager

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

REVIEWED:

LAURENCE B. KRESSEL, County Counsel  
for Multnomah County, Oregon

By: 

Date: 5-6-93

Meeting Date: MAY 20 1993

Agenda Number: C-4

(Above for Clerk's Office Use Only)

**AGENDA PLACEMENT FORM**  
(For Non-Budgetary Items)

Subject: Ratification of an Intergovernmental Agreement with Portland Public Schools

Board Briefing: \_\_\_\_\_ Regular Meeting: \_\_\_\_\_  
(date) (date)

Department: Social Services Division: Juvenile Justice

Contact: Chris White Telephone: 248-3202

Person(s) Making Presentation: Harold Ogburn

**Action Requested**

☐ Information Only ☐ Policy Direction ☒ Approval

Estimated Time Needed on Board Agenda: three 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):

This intergovernmental agreement between Portland Public Schools (PPS) and Multnomah County Juvenile Justice Division (JJD) adds \$300,000 to JJD's budget. JJD subsequently passes these dollars to an alternative school program to fund educational services for up to 30 high-risk juvenile offenders. As a result of the earlier downsizing agreement between CSD and JJD, JJD has assumed management of this contract since October 1, 1990. This contract continues the third year of funding for the project.

5/20/93 continued to 6/3/93

BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 11 AM 10:23  
MULTNOMAH COUNTY  
OREGON

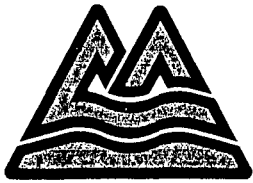
**Signatures**

Elected Official \_\_\_\_\_

OR

Department Director Gary Nichols / DB

(All accompanying documents must have required signatures!)




# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES  
JUVENILE JUSTICE DIVISION  
1401 N.E. 68TH  
PORTLAND, OREGON 97213  
(503) 248-3460

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

TO: H. C. Miggins, Acting Chair  
Board of County Commissioners

VIA: Dr. Gary Hansen, Director  
Department of Social Services

FROM:  Harold Ogburn, Director  
Juvenile Justice Division

DATE: May 3, 1993

SUBJECT: Approval of an Intergovernmental Agreement Between Portland Public  
Schools and the Juvenile Justice Division

RECOMMENDATION: The Juvenile Justice Division (JJD) recommends the Board's approval of an Intergovernmental Agreement between Portland Public Schools and JJD for alternative school services to high-risk juvenile offenders.

BACKGROUND/ANALYSIS: This agreement continues the relationship established in 1990 with Portland Public Schools and JJD as part of the overall State downsizing agreement. The \$300,000 allocated through this agreement provides for alternative education services to youth referred through juvenile probation, juvenile parole or the Portland Public Schools.

The JJD passes these dollars, and additional dollars received from Children's Services Division, on to a contractor. In the past, this contractor has been the Albina Youth Opportunity School (AYOS) Genesis Program. It is the JJD's hope to contract with this community provider for FY 1993-94 as the services provided to date have been excellent. A Notice of Intent was issued April 23, 1993 for these services.

The Juvenile Justice Division strongly recommends the Board's approval of this Intergovernmental Agreement with Portland Public Schools.



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 100084

Amendment # —

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services under \$25,000	<input type="checkbox"/> Professional Services over \$25,000 (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	<input checked="" type="checkbox"/> Intergovernmental Agreement <b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b> AGENDA # <u>          </u> DATE <u>          </u> <hr/> BOARD CLERK

Department Social Services Division Juvenile Justice Date 5/3/93

Contract Originator Chris White (DM) Phone 3202 Bldg/Room 311/JJD

Administrative Contact Chris White Phone 3202 Bldg/Room 311/JJD

Description of Contract This contract will provide educational services for high-risk juvenile offenders served through a subcontractor. The Division will receive these dollars from the Portland Public Schools and directly pay the subcontractor

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

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

Contractor Name Portland Public Schools  
Mailing Address 501 N. Dixon  
Portland, OR 97227-1871  
Phone (503) 249-2000 ex 212  
Employer ID# or SS# 93-6000830  
Effective Date July 1, 1993  
Termination Date June 30, 1994  
Original Contract Amount \$ 300,000  
Total Amount of Previous Amendments \$             
Amount of Amendment \$             
Total Amount of Agreement \$           

Remittance Address             
(If Different)           

Payment Schedule            Terms             
☐ Lump Sum \$            ☐ Due on receipt  
☒ Monthly \$ 1/12th of total award Net 30  
☐ Other \$            ☐ Other             
☐ Requirements contract - Requisition required.  
Purchase Order No.             
☐ Requirements Not to Exceed \$           

## REQUIRED SIGNATURES:

Department Manager [Signature]  
Purchasing Director [Signature]  
(Class II Contracts Only)  
County Counsel [Signature]  
County Chair / Sheriff             
Contract Administration             
(Class I, Class II Contracts Only)

Encumber Yes ☐ No ☐  
Date 5 May 93  
Date             
Date 5.6.93  
Date             
Date           

VENDOR CODE			VENDOR NAME					TOTAL AMOUNT		\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/ REV SRC	SUB OBJ	REPT- CATES Rev	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	156	010	2530					2766	SCHL DISTR 1	\$300,000	
02.											
03.											
* If additional space is needed, attach separate page. Write contract # on top of page.											

INSTRUCTIONS ON REVERSE SIDE

100-54

## INTERGOVERNMENTAL AGREEMENT

This AGREEMENT is between Multnomah County through its Juvenile Justice Division (COUNTY) and Portland Public School District #1J, Multnomah County, Oregon (DISTRICT).

The COUNTY has entered into an agreement with the DISTRICT which provides for educational services for up to thirty (30) school age youngsters. Of the total youth served, a minimum of twenty (20) youth will be referred from the COUNTY as part of its "diverted" population from the state training schools, and a minimum of five (5) youth are referred by the DISTRICT. The remaining five (5) slots will be used by the DISTRICT, the COUNTY, or Children's Services Division Parole Office. COUNTY Contractor will maintain program at capacity level. All youth will reside within Portland Public School District boundaries and are school-age youth who need intensive services including treatment, counseling, basic academic skills, pre-employment/work maturity competencies, training and employment, etc. This agreement continues that arrangement on the following terms:

The DISTRICT will pay the COUNTY \$300,000 and the COUNTY will provide educational services for these youth from July 1, 1993 through June 30, 1994. The education portion will:

- A. Provide basic academic skills instruction using individualized skill curricula in math, reading, and language arts;
- B. Meet special education and related service needs as students require;
- C. Provide grade-level appropriate educational programs;
- D. Develop short- and long-term individual education goals that are coordinated with the treatment, counseling, and job skill training components;
- E. Provide for GED preparation as needed;
- F. Provide remedial tutoring in course subjects as necessary;
- G. Provide an array of elective classes related to student interest and to State graduation credit requirements; and
- H. Meet all State educational requirements for each student.
- I. Not discriminate against any student because of race, religion, color, gender, national origin, or handicap in referral or the provision of services.

Education may include programming of such activities as coordinated individualized child planning, interactive relationship skill development, training for independent living and various facility and supply needs for the educational component. The DISTRICT will have the right to monitor, review and evaluate the delivery system and the progress of students. The DISTRICT will make its testing services (test and instructions on use) available to the COUNTY Contractor upon assurance of proper test security. DISTRICT funds and testing materials will be used solely for the educational portion of this project and any excess shall be returned. The COUNTY shall account no later than sixty (60) days following July 1, 1994, for 1993/1994 expenditures.



INTERGOVERNMENTAL AGREEMENT  
PORTLAND PUBLIC SCHOOL DISTRICT #1J  
MULTNOMAH COUNTY, OREGON (DISTRICT)  
Page 2 of 2

The accounting shall describe the alternative education program including special education services provided, the hours of instruction provided, the staff and its assignment, the student-teacher ratios, the staff allocation to special instruction, the program goals, steps taken to reach the goals, and progress toward reaching those goals.

Payment will be made by the DISTRICT promptly upon receipt of monthly billing from the COUNTY. Understanding entered into by:

PORTLAND PUBLIC SCHOOL DISTRICT #1J  
Portland, Oregon

MULTNOMAH COUNTY  
Board of County Commissioners

By: \_\_\_\_\_  
Deputy Clerk

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

By: \_\_\_\_\_  
H.C. Miggins, Acting Multnomah County Chair

By: Harold Ogilvie  
Division Director

Date: 5/3/93

By: Diane M. King  
Program Manager

Date: 5/3/93

REVIEWED:

LAURENCE KRESSEL, County Counsel  
for Multnomah County, Oregon

By: Steph Lutz  
Assistant County Counsel

Date: 5-6-93

APPROVED MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # \_\_\_\_\_ DATE \_\_\_\_\_  
\_\_\_\_\_  
BOARD CLERK

DATE SUBMITTED \_\_\_\_\_

(For Clerk's Use)

Meeting Date MAY 20 1993

Agenda No. C-5

REQUEST FOR PLACEMENT ON THE CONSENT CALENDAR

SUBJECT: Request approval of Contract to Purchaser.

INFORMAL ONLY\* \_\_\_\_\_ FORMAL ONLY \_\_\_\_\_

DEPARTMENT Environmental Services DIVISION Facilities & Property Management

CONTACT Larry Baxter TELEPHONE 248-3590

\*NAME(S) OR PERSON MAKING PRESENTATION TO BOARD Larry Baxter

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

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ APPROVAL

Request approval of contract to highest bidder at public sale held March 29, 1993 as per Board Order 93-42.

Contract # 15732 and Order attached.

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 5 minutes

IMPACT:

PERSONNEL

☒ FISCAL/BUDGETARY

☒ General Fund

☒ Other Tax Title Fund

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, OR COUNTY COMMISSIONER: *[Signature]*

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

COUNTY COUNSEL: (Ordinances, Resolutions, Agreements, Contract) \_\_\_\_\_

OTHER: Facilities & Property Management *[Signature]*

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

1993 MAY 12 PM 12:59  
CLERK OF  
COUNTY COMMISSIONER  
MULTNOMAH COUNTY  
OREGON

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Contract 15732 )  
for the Sale of Certain Real Property ) ORDER  
to )  
JEFFREY WILLIAM LIM ) 93-184

It appearing that heretofore Multnomah County acquired the real property hereinafter described through the foreclosure of liens for delinquent taxes, and thereafter, after due notice and advertisement as by law provided, offered said property at public sale, and did receive from JEFFREY WILLIAM LIM a bid for the sum of \$3,150.00, which said sum was the highest and best bid for said property; said bidder offering to pay not less than \$630.00 in cash, the remainder to be paid under written agreement in equal monthly installments at the rate of 8 percent per annum; that the Sheriff did deliver to the bidder a certificate containing a description of the property sold, the whole purchase price, the amount paid in cash and the terms by which the balance is to be paid;

It further appearing that the said bidder has surrendered the certificate of purchase, tendered the down payment due under said certificate, and that a contract containing the terms and conditions of said sale should be entered into by Multnomah County;

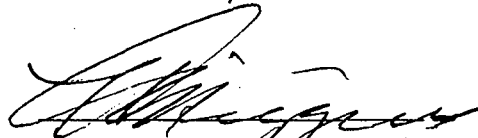
NOW THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners enter into a contract with JEFFREY WILLIAM LIM for the sale of the following described real property situated in the County of Multnomah, State of Oregon:

ALBINA  
E 1/2 OF N 75' OF LOT 18, BLOCK 4

for the sum of \$3,150.00, payable as follows: \$630.00 in cash upon the execution of this agreement, and the balance in equal monthly installments of \$78.98 each, over a term of 36 months. Payments to include interest at the rate of 8 percent per annum on the entire unpaid balance of the purchase price accrued at the time of payment of each installment. Each payment to be first applied to interest to the date of payment, the balance to principal. Said contract to contain provisions requiring the Purchaser to pay before delinquency all taxes thereafter assessed against said real property and to discharge before delinquency all municipal assessments and liens assessed thereon; to prevent the use of the property for any "prohibited conduct" as that term is defined in 1989 Or Law Ch 791, § 1-14 and 22, or any "nuisance" as defined in ORS 105.555; comply with all laws ordinances, regulations, directions, rules and other requirements of all governmental authorities applicable to the use or occupancy of the property and prohibit and prevent any act or omission on or about the property that could subject the property or the County's or Purchaser's interest therein to forfeiture or the risk of forfeiture.

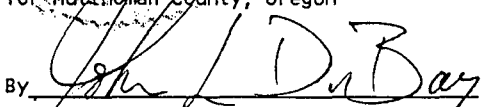
Dated at Portland, Oregon this 20th day of May, 1993

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
H.C. Miggins, Acting Chair



REVIEWED:  
Lawrence Kressel, County Counsel  
for Multnomah County, Oregon

By   
John L. DuBay

THIS AGREEMENT, made this 20th day of May, 1993 by and between MULTNOMAH COUNTY, a political subdivision of the State of Oregon, hereinafter called County, and JEFFREY WILLIAM LIM hereinafter called Purchaser; the County agrees to sell to Purchaser the property hereinafter described for the price and on the terms and conditions set forth below:

ALBINA  
E 1/2 OF N 75' OF LOT 18, BLOCK 4

A. Purchase Price.

Purchaser agrees to pay the sum of \$3,150.00, to be paid \$630.00 in cash upon the execution of this agreement, receipt whereof is hereby acknowledged, and the balance of said purchase price in equal monthly installments of not less than \$78.98 over a term of 36 months. Payment to include interest at the rate of 8 percent per annum on the entire unpaid balance of the purchase price remaining at the time of payment of each installment. Each payment shall first be applied to interest to date of payment; the balance to principal. First of said installments to be paid on April 15, 1993 and a like payment on the 15th of each and every month thereafter until the entire purchase price, both principal and interest, shall have been paid. Purchaser shall have the privilege of prepayment without penalty.

B. Terms and Conditions.

1. In addition to payment of installments hereinabove provided, Purchaser agrees to pay, before delinquency, all taxes lawfully assessed and levied against said property during the life of this agreement and to pay and discharge, before delinquency, all municipal liens and assessments of any kind and nature lawfully assessed against said property.

2. Purchaser will keep all improvements on the property in at least as good condition and repair as they were on the date of possession by Purchaser and shall not permit any waste or removal of all or part of the improvement.

3. Purchaser will not use or permit others to use any of the property for any "prohibited conduct" as that term is defined in 1989 Or Law Ch 791, § 1-14 and 22, or any "nuisance" as defined in ORS 105.555, as those statutes may now or hereafter be amended, supplemented or superseded, or otherwise do or allow any act or omission on or about the property that could subject the property or the County's or Purchaser's interest therein to forfeiture or the risk of forfeiture.

4. Purchaser will promptly comply with and cause all other persons to comply with all laws, ordinances, regulations, directions, rules and other requirements of all governmental authorities applicable to the use or occupancy of the property. In this connection, Purchaser shall promptly make all required repairs, alterations and additions. These include, without limitation, any required alteration of the property because of the purchaser's specific use alterations or repairs necessary to comply with, and all applicable federal, state, local laws, regulations, or ordinances pertaining to air and water quality, hazardous materials as defined herein and other environmental zoning, and other land use statutes, ordinances and regulations.

5. Purchaser will not cause or permit any Hazardous Material to be brought upon, kept, or used in or about the property by Purchaser or Purchaser's agents, employees, contractors, or invitees without the prior written consent of the County, which shall not be unreasonably withheld as long as Purchaser demonstrates to County's reasonable satisfaction that such Hazardous Material is necessary to Purchaser's business and will be used, kept, and stored in a manner that complies with all laws regulating any such Hazardous Materials brought upon or used or kept in or about the property;

6. As used in this Agreement, the term Hazardous Material means any hazardous or toxic substance, material, or waste, including, but not limited to, those substances, materials, and wastes listed in the United States Department of Transportation Hazardous Materials Table (49 CFR § 172.101), or by the United States Environmental Protection Agency as hazardous substances (40 CFR pt 302) and amendments thereto, petroleum products, or other such substances, materials, and wastes that are or become regulated under any applicable local, state, or federal law.

7a. Purchaser will indemnify, defend, and hold harmless the County, its elected officials, officers, and employees from and against any claims, loss or liability of any kind arising out of or related to any activity on the property occurring while Purchaser is entitled to occupy the property under this or any predecessor agreement, whether or not the property is leased to others.

7b. This indemnification of the County by Purchaser includes, without limitation, costs incurred in connection with any investigation of site conditions or any cleanup, remedial, removal, or restoration work required by any federal, state or local governmental agency or political subdivision because of Hazardous Material present in the soil or groundwater or under the property. Without limiting the foregoing, if the presence of any Hazardous Material on property caused or permitted by Purchaser or purchaser's agents or contractors results in any contamination of the property, Purchaser shall promptly take all actions at Purchaser's sole expense as are necessary to return the property to the condition existing prior to the release of any such Hazardous Material onto the property, provided that the County's approval of such action shall first be obtained, and approval shall not be unreasonably withheld, as long as such actions would not potentially have any material adverse long-term or short-term effect on the property. This indemnification by Purchaser includes, without limitation, reimbursement for any diminution in the value of the property and reimbursement for sums paid in settlement of claims, attorney fees, consultant fees, and expert fees. The obligations of paragraph B7a. and B7b. shall survive any termination or cancellation of this agreement for any reason.

8. Purchaser will keep all improvements now existing or which shall hereafter be placed on the property insured against fire and other casualties covered by a standard policy of fire insurance with extended coverage endorsements. The policy shall be written to the full replacement value and loss payable to County and Purchaser as their respective interests may appear, and certificates evidencing the policy shall be delivered to County and shall contain a stipulation providing that coverage will not be canceled or diminished without a minimum of ten days' written notice to the County. In the event of a loss, Purchaser shall give immediate notice to County. County may make proof of loss if Purchaser fails to do so within fifteen days of casualty.

#### C. Default

Time is the essence of the Agreement; a default shall occur if:

1. Purchaser fails to make any payment within ten days after it is due;
2. Purchaser fails to perform or comply with any condition and does not commence corrective action within ten days after written notice from the County specifying the nature of the default, or, if the default cannot be cured within that time, fails to commence and pursue curative action with reasonable diligence.
3. Purchaser becomes insolvent; a receiver, trustee or custodian is appointed to take possession of all or a substantial part of Purchaser's property or properties; Purchaser makes an assignment for the benefit of creditors or files a voluntary petition in bankruptcy; or Purchaser is subject to an involuntary bankruptcy which is not dismissed within ninety days.
4. Purchaser makes or allows to be made a fraudulent transfer under applicable federal or state law, conceals any of his property from creditors; makes or allows to be made a preference within the meaning of the federal bankruptcy laws; or allows a lien or distraint upon any of his property.

D. Tax Notice

Until a change of address is requested, all tax statements shall be sent to the following address:

4904 E PORTLAND ROAD  
NEWBURG OR 97132

E. Assignment

This contract cannot be assigned.

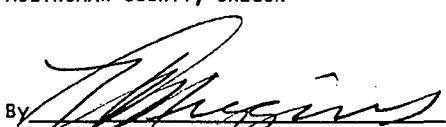
F. Conveyance of Title

Upon complete performance by Purchaser of all the terms and conditions of this contract, County agrees to convey to Purchaser the title to the aforesaid property by good and sufficient deed of conveyance.

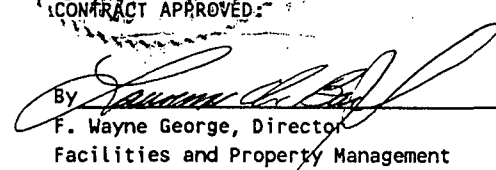
THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

IN WITNESS WHEREOF, Purchaser has set her hands the year and day first above written, and County has caused these presents to be executed by the Chair of the Multnomah Board of County Commissioners heretofore entered of record.

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By   
William M. Miggins, Acting Chair

 4-15/93  
JEFFREY WILLIAM KIM

By   
F. Wayne George, Director  
Facilities and Property Management

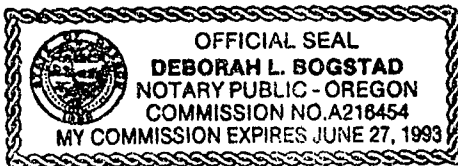
REVIEWED:

  
Laurence Kressel, County Counsel  
of Multnomah County, Oregon

STATE OF OREGON            )  
                                  ) ss  
COUNTY OF MULTNOMAH    )

On this 20th day of May, 1993, before me,  
a Notary Public in and for the County of Multnomah and State of  
Oregon, personally appeared Henry C. Miggins, Acting Chair,  
Multnomah County Board of Commissioners, to me personally known,  
who being duly sworn did say that the attached instrument was  
signed and sealed on behalf of the County by authority of the  
Multnomah County Board of Commissioners, and that said instrument  
is the free act and deed of said County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and  
affixed by official seal the day and year first in this, my  
certificate, written.



DEBORAH L. Bogstad  
Notary Public for Oregon  
My Commission expires: 6/27/93

DATE SUBMITTED \_\_\_\_\_

(For Clerk's Use)

Meeting Date MAY 20 1993

Agenda No. C-6

REQUEST FOR PLACEMENT ON THE CONSENT CALENDAR

SUBJECT: Request approval of Contract to Purchaser.

INFORMAL ONLY\* \_\_\_\_\_ FORMAL ONLY \_\_\_\_\_

DEPARTMENT Environmental Services DIVISION Facilities & Property Management

CONTACT Larry Baxter TELEPHONE 248-3590

\*NAME(S) OR PERSON MAKING PRESENTATION TO BOARD Larry Baxter

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

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ APPROVAL

Request approval of contract to highest bidder at public sale held April 28, 1993 as per Board Order 93-77.

Contract # 15756 and Order attached.

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 5 minutes

IMPACT:

5/20/93 originals to Larry Baxter

PERSONNEL

☒ FISCAL/BUDGETARY

☒ General Fund

☒ Other Tax Title Fund

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, OR COUNTY COMMISSIONER:

*BH William*

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

COUNTY COUNSEL: (Ordinances, Resolutions, Agreements, Contract) \_\_\_\_\_

OTHER: Facilities & Property Management *R/Oberst*

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

1993 MAY 11 AM 10:23  
CLERK OF  
MULTNOMAH COUNTY  
OREGON



BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Contract 15756            )  
for the Sale of Certain Real Property    ) ORDER  
to    ) 93-185  
HA TO HA                                    )

It appearing that heretofore Multnomah County acquired the real property hereinafter described through the foreclosure of liens for delinquent taxes, and thereafter, after due notice and advertisement as by law provided, offered said property at public sale, and did receive from HA TO HA a bid for the sum of \$68,600.00, which said sum was the highest and best bid for said property; said bidder offering to pay not less than \$6,860.00 in cash, the remainder to be paid under written agreement in equal monthly installments at the rate of 7 percent per annum; that the Sheriff did deliver to the bidder a certificate containing a description of the property sold, the whole purchase price, the amount paid in cash and the terms by which the balance is to be paid;

It further appearing that the said bidder has surrendered the certificate of purchase, tendered the down payment due under said certificate, and that a contract containing the terms and conditions of said sale should be entered into by Multnomah County;

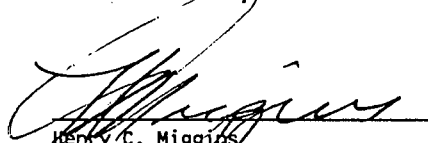
NOW THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners enter into a contract with HA TO HA for the sale of the following described real property situated in the County of Multnomah, State of Oregon:

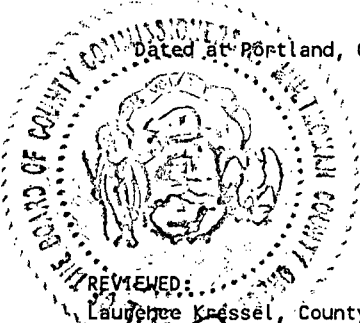
IRVINGTON PARK  
LOTS 43 & 45, BLOCK 23

for the sum of \$68,600.00, payable as follows: \$6,860.00 in cash upon the execution of this agreement, and the balance in equal monthly installments of \$479.10 each, over a term of 240 months. Payments to include interest at the rate of 7 percent per annum on the entire unpaid balance of the purchase price accrued at the time of payment of each installment. Each payment to be first applied to interest to the date of payment, the balance to principal. Said contract to contain provisions requiring the Purchaser to pay before delinquency all taxes thereafter assessed against said real property and to discharge before delinquency all municipal assessments and liens assessed thereon; to prevent the use of the property for any "prohibited conduct" as that term is defined in 1989 Or Law Ch 791, § 1-14 and 22, or any "nuisance" as defined in ORS 105.555; comply with all laws ordinances, regulations, directions, rules and other requirements of all governmental authorities applicable to the use or occupancy of the property and prohibit and prevent any act or omission on or about the property that could subject the property or the County's or Purchaser's interest therein to forfeiture or the risk of forfeiture.

Dated at Portland, Oregon this 20th day of May, 1993

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
Henry C. Miggins  
Acting County Chair



Laurence Kressel, County Counsel  
for Multnomah County, Oregon

By   
John L. DuBay

THIS AGREEMENT, made this 20th day of May, 1993 by and between MULTNOMAH COUNTY, a political subdivision of the State of Oregon, hereinafter called County, and HA TO HA hereinafter called Purchaser; the County agrees to sell to Purchaser the property hereinafter described for the price and on the terms and conditions set forth below:

IRVINGTON PARK  
LOTS 43 & 45, BLOCK 23

A. Purchase Price.

Purchaser agrees to pay the sum of \$68,600.00, to be paid \$6,860.00 in cash upon the execution of this agreement, receipt whereof is hereby acknowledged, and the balance of said purchase price in equal monthly installments of not less than \$479.10 over a term of 240 months. Payment to include interest at the rate of 7 percent per annum on the entire unpaid balance of the purchase price remaining at the time of payment of each installment. Each payment shall first be applied to interest to date of payment; the balance to principal. First of said installments to be paid on May 15, 1993 and a like payment on the 15th of each and every month thereafter until the entire purchase price, both principal and interest, shall have been paid. Purchaser shall have the privilege of prepayment without penalty.

B. Terms and Conditions.

1. In addition to payment of installments hereinabove provided, Purchaser agrees to pay, before delinquency, all taxes lawfully assessed and levied against said property during the life of this agreement and to pay and discharge, before delinquency, all municipal liens and assessments of any kind and nature lawfully assessed against said property.

2. Purchaser will keep all improvements on the property in at least as good condition and repair as they were on the date of possession by Purchaser and shall not permit any waste or removal of all or part of the improvement.

3. Purchaser will not use or permit others to use any of the property for any "prohibited conduct" as that term is defined in 1989 Or Law Ch 791, § 1-14 and 22, or any "nuisance" as defined in ORS 105.555, as those statutes may now or hereafter be amended, supplemented or superseded, or otherwise do or allow any act or omission on or about the property that could subject the property or the County's or Purchaser's interest therein to forfeiture or the risk of forfeiture.

4. Purchaser will promptly comply with and cause all other persons to comply with all laws, ordinances, regulations, directions, rules and other requirements of all governmental authorities applicable to the use or occupancy of the property. In this connection, Purchaser shall promptly make all required repairs, alterations and additions. These include, without limitation, any required alteration of the property because of the purchaser's specific use alterations or repairs necessary to comply with, and all applicable federal, state, local laws, regulations, or ordinances pertaining to air and water quality, hazardous materials as defined herein and other environmental zoning, and other land use statutes, ordinances and regulations.

5. Purchaser will not cause or permit any Hazardous Material to be brought upon, kept, or used in or about the property by Purchaser or Purchaser's agents, employees, contractors, or invitees without the prior written consent of the County, which shall not be unreasonably withheld as long as Purchaser demonstrates to County's reasonable satisfaction that such Hazardous Material is necessary to Purchaser's business and will be used, kept, and stored in a manner that complies with all laws regulating any such Hazardous Materials brought upon or used or kept in or about the property;

6. As used in this Agreement, the term Hazardous Material means any hazardous or toxic substance, material, or waste, including, but not limited to, those substances, materials, and wastes listed in the United States Department of Transportation Hazardous Materials Table (49 CFR § 172.101), or by the United States Environmental Protection Agency as hazardous substances (40 CFR pt 302) and amendments thereto, petroleum products, or other such substances, materials, and wastes that are or become regulated under any applicable local, state, or federal law.

7a. Purchaser will indemnify, defend, and hold harmless the County, its elected officials, officers, and employees from and against any claims, loss or liability of any kind arising out of or related to any activity on the property occurring while Purchaser is entitled to occupy the property under this or any predecessor agreement, whether or not the property is leased to others.

7b. This indemnification of the County by Purchaser includes, without limitation, costs incurred in connection with any investigation of site conditions or any cleanup, remedial, removal, or restoration work required by any federal, state or local governmental agency or political subdivision because of Hazardous Material present in the soil or groundwater or under the property. Without limiting the foregoing, if the presence of any Hazardous Material on property caused or permitted by Purchaser or purchaser's agents or contractors results in any contamination of the property, Purchaser shall promptly take all actions at Purchaser's sole expense as are necessary to return the property to the condition existing prior to the release of any such Hazardous Material onto the property, provided that the County's approval of such action shall first be obtained, and approval shall not be unreasonably withheld, as long as such actions would not potentially have any material adverse long-term or short-term effect on the property. This indemnification by Purchaser includes, without limitation, reimbursement for any diminution in the value of the property and reimbursement for sums paid in settlement of claims, attorney fees, consultant fees, and expert fees. The obligations of paragraph B7a. and B7b. shall survive any termination or cancellation of this agreement for any reason.

8. Purchaser will keep all improvements now existing or which shall hereafter be placed on the property insured against fire and other casualties covered by a standard policy of fire insurance with extended coverage endorsements. The policy shall be written to the full replacement value and loss payable to County and Purchaser as their respective interests may appear, and certificates evidencing the policy shall be delivered to County and shall contain a stipulation providing that coverage will not be canceled or diminished without a minimum of ten days' written notice to the County. In the event of a loss, Purchaser shall give immediate notice to County. County may make proof of loss if Purchaser fails to do so within fifteen days of casualty.

#### C. Default

Time is the essence of the Agreement; a default shall occur if:

1. Purchaser fails to make any payment within ten days after it is due;
2. Purchaser fails to perform or comply with any condition and does not commence corrective action within ten days after written notice from the County specifying the nature of the default, or, if the default cannot be cured within that time, fails to commence and pursue curative action with reasonable diligence.
3. Purchaser becomes insolvent; a receiver, trustee or custodian is appointed to take possession of all or a substantial part of Purchaser's property or properties; Purchaser makes an assignment for the benefit of creditors or files a voluntary petition in bankruptcy; or Purchaser is subject to an involuntary bankruptcy which is not dismissed within ninety days.
4. Purchaser makes or allows to be made a fraudulent transfer under applicable federal or state law, conceals any of his property from creditors; makes or allows to be made a preference within the meaning of the federal bankruptcy laws; or allows a lien or distraint upon any of his property.

D. Tax Notice

Until a change of address is requested, all tax statements shall be sent to the following address:

8230 SE YAMHILL ST  
PORTLAND OR 97216

E. Assignment

This contract cannot be assigned.

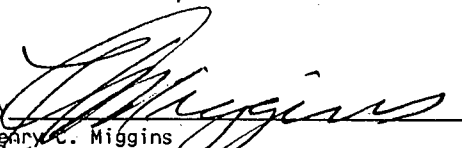
F. Conveyance of Title

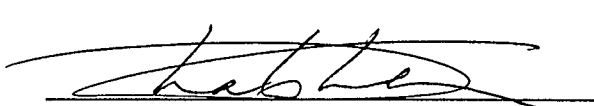
Upon complete performance by Purchaser of all the terms and conditions of this contract, County agrees to convey to Purchaser the title to the aforesaid property by good and sufficient deed of conveyance.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

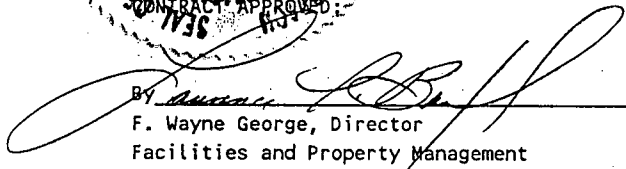
IN WITNESS WHEREOF, Purchaser has set his hand the year and day first above written, and County has caused these presents to be executed by the Chair of the Multnomah Board of County Commissioners heretofore entered of record.

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

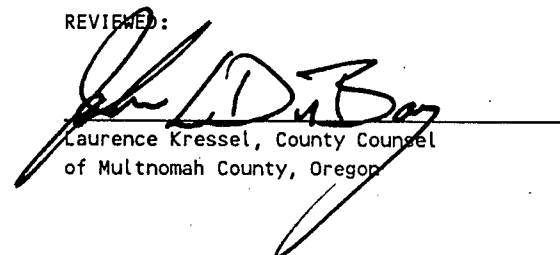
By   
Henry C. Miggins  
Acting County Chair

  
HA TO HA



By   
F. Wayne George, Director  
Facilities and Property Management

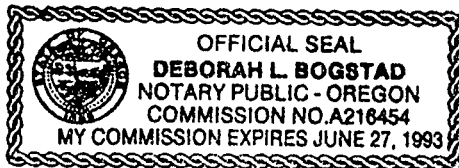
REVIEWED:

  
Laurence Kressel, County Counsel  
of Multnomah County, Oregon

STATE OF OREGON            )  
                                  ) ss  
COUNTY OF MULTNOMAH    )

On this 20th day of May, 1993, before me,  
a Notary Public in and for the County of Multnomah and State of  
Oregon, personally appeared Henry C. Miggins, Acting Chair,  
Multnomah County Board of Commissioners, to me personally known,  
who being duly sworn did say that the attached instrument was  
signed and sealed on behalf of the County by authority of the  
Multnomah County Board of Commissioners, and that said instrument  
is the free act and deed of said County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and  
affixed by official seal the day and year first in this, my  
certificate, written.



Deborah L Bogstad  
Notary Public for Oregon  
My Commission expires: 6/27/93

DATE SUBMITTED \_\_\_\_\_

(For Clerk's Use)  
Meeting Date MAY 20 1993  
Agenda No. C-7

REQUEST FOR PLACEMENT ON THE CONSENT CALENDAR

SUBJECT: Request approval of deed to contract purchaser for completion of contract.

INFORMAL ONLY\* \_\_\_\_\_ FORMAL ONLY \_\_\_\_\_

DEPARTMENT Environmental Services DIVISION Facilities & Property Management

CONTACT Larry Baxter TELEPHONE 248-3590

\*NAME(S) OR PERSON MAKING PRESENTATION TO BOARD Larry Baxter

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

☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ APPROVAL

Request approval of deed to contract purchaser, George P. Larimer upon complete performance of contract #15798

Deed D9308887 and Board Order included.

*5/20/93 Originals to Larry Baxter*

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 5 minutes

IMPACT:

PERSONNEL

☒ FISCAL/BUDGETARY

☒ General Fund

☒ Other Tax Title Fund

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, OR COUNTY COMMISSIONER: *John BH Wellia*

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

COUNTY COUNSEL: (Ordinances, Resolutions, Agreements, Contract) \_\_\_\_\_

OTHER: Facilities & Property Management *R. Oberst*

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

BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 11 AM 10:23  
MULTNOMAH COUNTY  
OREGON

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the matter of the Execution of	)	
Deed D930887 upon Complete Performance of	)	ORDER
a Contract to	)	
GEORGE P. LARIMER	)	93-186

It appearing that heretofore on June 19, 1985, Multnomah County entered into a contract with GEORGE P. LARIMER for the sale of the real property hereinafter described; and

That the above contract purchaser has fully performed the terms and conditions of said contract and is now entitled to a deed conveying said property to said purchaser;

NOW THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the contract purchaser the following described real property, situated in the county of Multnomah, State of Oregon:

SECTION 26, 1N 3E  
TAXLOT #105 0.43 ACRES AS DESCRIBED IN ATTACHED EXHIBIT A

Dated at Portland, Oregon this 20th day of May, 1993.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
Henry C. Miggins, Acting County Chair  
Multnomah County

REVIEWED:  
Laurence Kressel, County Counsel  
for Multnomah County, Oregon

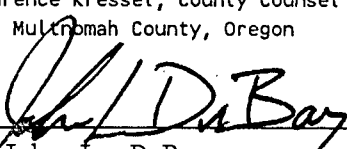
By   
John L. DuBay

EXHIBIT A

(94326-1050)

A tract of land situated in the Southeast one-quarter of Section 26, Township 1 North, Range 3 East of the Willamette Meridian, County of Multnomah and State of Oregon, more particularly described as follows:

The East 64.98 feet of the South 295 feet, measured parallel with and at right angles to the west line of that certain tract of land described in contract of sale between Charles W. Shaffer and Irma M. Shaffer, husband and wife, and Lee W. Sellars and Inez L. Sellars, husband and wife, dated November 15, 1956, recorded December 4, 1956 in Book 1820, page 8, Deed Records.

EXCEPT that part lying in the tract described in Book 1060, page 546, recorded on September 8, 1975, Multnomah County Records, State of Oregon.



DEED D930887

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to GEORGE P. LARIMER, Grantee, the following described real property, situated in the County of Multnomah, State of Oregon:

SECTION 26, 1N 3E  
TAXLOT #105 0.43 ACRES AS DESCRIBED IN ATTACHED EXHIBIT A

The true and actual consideration paid for this transfer, stated in terms of dollars is \$2,331.02.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

Until a change is requested, all tax statements shall be sent to the following address:

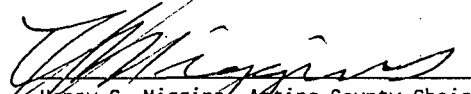
PO BOX 8501  
PORTLAND, OR 972207

IN WITNESS WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 20th day of May, 1993, by authority of an Order of the Board of County Commissioners heretofore entered of record.

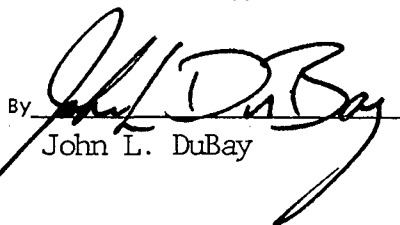


REVIEWED:  
Laurence Kressel, County Counsel  
for Multnomah County, Oregon

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
Henry C. Miggins, Acting County Chair  
Multnomah County

DEED APPROVED:  
F. Wayne George, Director  
Facilities and Property Management

By   
John L. DuBay

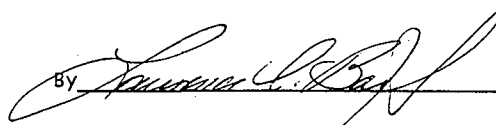
By 

EXHIBIT A

(94326-1050).

A tract of land situated in the Southeast one-quarter of Section 26, Township 1 North, Range 3 East of the Willamette Meridian, County of Multnomah and State of Oregon, more particularly described as follows:

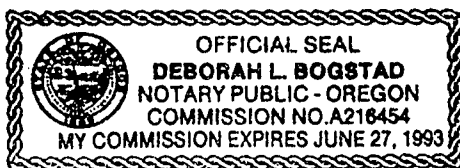
The East 64.98 feet of the South 295 feet, measured parallel with and at right angles to the west line of that certain tract of land described in contract of sale between Charles W. Shaffer and Irma M. Shaffer, husband and wife, and Lee W. Sellars and Inez L. Sellars, husband and wife, dated November 15, 1956, recorded December 4, 1956 in Book 1820, page 8, Deed Records.

EXCEPT that part lying in the tract described in Book 1060, page 546, recorded on September 8, 1975, Multnomah County Records, State of Oregon.

STATE OF OREGON            )  
                                  ) ss  
COUNTY OF MULTNOMAH    )

On this 20th day of May, 1993, before me,  
a Notary Public in and for the County of Multnomah and State of  
Oregon, personally appeared Henry C. Miggins, Acting Chair,  
Multnomah County Board of Commissioners, to me personally known,  
who being duly sworn did say that the attached instrument was  
signed and sealed on behalf of the County by authority of the  
Multnomah County Board of Commissioners, and that said instrument  
is the free act and deed of said County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and  
affixed by official seal the day and year first in this, my  
certificate, written.



Deborah Bogstad  
Notary Public for Oregon  
My Commission expires: 6/27/93

Meeting Date: MAY 20 1993Agenda No.: R-2

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: IGA between Oregon State Marine Board and Multnomah County Sheriff's Office River Patrol Unit.

AGENDA REVIEW/  
BOARD BRIEFING \_\_\_\_\_ (date) \_\_\_\_\_ REGULAR MEETING May 13, 1993 5-20-93 (date)

DEPARTMENT Sheriff's Office DIVISION Law Enforcement

CONTACT Larry Aab TELEPHONE 251-2489

PERSON(S) MAKING PRESENTATION Bob Skipper, Sheriff

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5-10 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):

Amendment #1 to current Intergovernmental Agreement between the Oregon State Marine Board and the Sheriff's Office for River patrol Unit to purchase a trailerable boat.

5/24/93 originals to Larry Aab

# CONSENT

Place sametime as Bud Mod.

(If space is inadequate, please use other side)

SIGNATURES:ELECTED OFFICIAL Bob Skipper JROr

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

(All accompanying documents must have required signatures)

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1993 MAY 12 AM 11:40

COPY

Oregon

March 9, 1993

Sgt Curt Hanson  
Multnomah County Marine Patrol  
4325 NE Marine Dr  
Portland OR 97318

Copy

STATE  
MARINE  
BOARD

Dear Sgt. Hanson:

My letter is a follow up to our discussion yesterday regarding purchase of a trailerable 16-20' boat for use as a mobile patrol unit.

The patrol boat is to be purchased by Multnomah County in consultation with the State Marine Board. Funding in an amount not to exceed \$26,000 will be provided by the Board through an amendment to our FY 92/93 contract. The purchase must be consummated and delivery and acceptance must occur no later than 30 June 1993.

This action is based on the premise that the Multnomah County Sheriff's Office will be providing the River Patrol Unit full personnel strength of one (1) sergeant and thirteen (13) deputies by 1 May, 1993.

Funding of this additional patrol craft is consistent with and supports desired actions suggested in the 1992 Marine Safety Law Enforcement Assessment and Action Plan.

The purpose of this unit will be to augment regularly scheduled patrols when higher than normal activity is predicted or experienced, increase patrol coverage and visibility in minimally patrolled areas such as Multnomah Channel and the Sandy River, and for use in specialized or selective marine law enforcement such as operating under the influence deterrent activities, accident investigations, etc.

Sincerely,

Webb Terwilliger  
Deputy Director

WT:jeb

cc: Sheriff Skipper  
Chief Deputy Amundson  
Lt. Bill Goff  
Bill Rydblom



435 Commercial St. NE  
Salem, OR 97310-0650  
(503) 378-8587  
FAX (503) 378-4597

RECEIVED  
MULTNOMAH COUNTY  
93 APR 20 PM 1:29  
MGMT & FISCAL SVCS UNIT

2024



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 800353

Amendment # 1

<b>CLASS I</b> <input type="checkbox"/> Professional Services under \$25,000 <div style="font-size: 2em; transform: rotate(-10deg); opacity: 0.5;">ORIGINAL</div>	<b>CLASS II</b> <input type="checkbox"/> Professional Services over \$25,000 (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>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b> AGENDA # <u>R-2</u> DATE <u>5/20/93</u> <u>DEB BOGSTAD</u> <b>BOARD CLERK</b>
---	---	---

Department Sheriff's Office Division Law Enforcement Date April 20, 1993

Contract Originator Randy Amundson Phone 251-2401 Bldg/Room 313/

Administrative Contact Larry Aab Phone 251-2489 Bldg/Room 313/231

Description of Contract Funding from the Oregon State Marine Board for the Sheriff's Office River Patrol to purchase a trailerable boat for the unit.

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

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

Contractor Name Oregon State Marine Board

Mailing Address 3000 Market St. NE #505  
Salem, OR 97310-0650

Phone 378-8587

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

Effective Date July 1, 1992

Termination Date June 30, 1993

Original Contract Amount \$ 368,000

Amount of Amendment \$ 18,500

Total Amount of Agreement \$ 386,500

## REQUIRED SIGNATURES:

Department Manager [Signature]

Purchasing Director (Class II Contracts Only) [Signature]

County Counsel [Signature]

County Chair/Sheriff [Signature]

Contract Administration (Class I, Class II contracts only) \_\_\_\_\_

Remittance Address (If Different) \_\_\_\_\_

Payment Schedule \_\_\_\_\_ Terms \_\_\_\_\_

☐ Lump Sum \$ \_\_\_\_\_ ☐ Due on receipt

☐ Monthly \$ \_\_\_\_\_ ☐ Net 30

☐ Other \$ \_\_\_\_\_ ☐ Other \_\_\_\_\_

☐ Requirements contract - Requisition required.

Purchase Order No. \_\_\_\_\_

☐ Requirements Not to Exceed \$ \_\_\_\_\_

Encumber: Yes ☐ No ☐

Date \_\_\_\_\_

Date \_\_\_\_\_

Date 5-12-93

Date \_\_\_\_\_

Date \_\_\_\_\_

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT \$		
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/ REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	156	025	3316			2322					
02.											
03.											

\* If additional space is needed, attach separate page. Write contract # on top of page.

INSTRUCTIONS ON REVERSE SIDE

WHITE - CONTRACT ADMINISTRATION  
421/1st Flr

CANARY - INITIATION

GREEN - FINANCE  
106/1430

ORIGINAL

Oregon

STATE

MARINE

BOARD

AMENDMENT TO FISCAL YEAR 92-93  
MARINE SAFETY AND LAW ENFORCEMENT CONTRACT

By joint agreement between the Oregon State Marine Board and Multnomah County, the existing Fiscal Year 1992-93 Marine Safety and Law Enforcement Contract is amended to reflect an increase in the total contract amount to \$386,500. This \$18,500 increase is the funding required to purchase a new 15' Boston Whaler patrol craft with an E-Z Loader trailer as described in Deputy Director Webb Terwilliger's letter dated 3-9-93 (copy attached).

OREGON STATE MARINE BOARD

MULTNOMAH COUNTY

Paul Donheffner  
Director

\_\_\_\_\_  
Sheriff

4-13-93  
Date

\_\_\_\_\_  
Date  
Chair, County Commissioners

May 20, 1993

\_\_\_\_\_  
Date

REVIEWED:

Laurence Kressel, County Counsel  
for Multnomah County, Oregon

By Jacqueline Weber

Date 5-12-93

APPROVED MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-2 DATE 5/29/93  
DEB BOGSTAD  
BOARD CLERK



435 Commercial St. NE  
Salem, OR 97310-0650  
(503) 378-8587  
FAX (503) 378-4597



800353-1

BUDGET MODIFICATION NO. meso #14(For Clerk's Use) Meeting Date MAY 20 1993Agenda No. R-3REQUEST FOR PLACEMENT ON THE AGENDA FOR May 20, 1993 (Date)DEPARTMENT Sheriff's OfficeDIVISION EnforcementCONTACT Larry AabTELEPHONE 251-2489

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

**SUGGESTED****AGENDA TITLE** (to assist in preparing a description for the printed agenda)

Budget modification adding \$18,500 in Marine Board revenue to fund the purchase of a boat.

**(Estimated Time Needed on the Agenda)**

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 modification will appropriate \$18,500 in Marine Board enhancement funds, and will increase the appropriation for equipment in the River Patrol program budget. These funds will be used to ~~buy~~ <sup>buy</sup> a replacement boat to be used in program operations.

Place sametime as Agenda.

BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 12 AM 11:41  
MULTNOMAH COUNTY  
OREGON

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

Increase marine Board revenue \$18,500.

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

Contingency before this modification (as of \_\_\_\_\_)

(Specify Fund)

(Date)

\$ \_\_\_\_\_

After this modification

\$ \_\_\_\_\_

Originated By

Date

Department Manager

Date

Budget Analyst

Date

Personnel Analyst

Date

Board Approval

Date

Deborah C. Bogstad

5/20/93



Meeting Date: MAY 20 1993

Agenda No.: R-4

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Purchase of Boston Whaler Boat

AGENDA REVIEW/

BOARD BRIEFING: \_\_\_\_\_ REGULAR MEETING: May 20, 1993  
(date) (date)

DEPARTMENT: Sheriff's Office DIVISION: Enforcement

CONTACT: Larry Aab TELEPHONE: 251-2489

PERSON(S) MAKING PRESENTATION: Larry Aab and Sgt. Curt Hanson

ACTION REQUESTED:

( ) INFORMATIONAL ONLY ( ) POLICY DIRECTION (X) APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5-10 minutes

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

Requesting an exemption in order to "sole source" purchase the patrol boat/trailer.

5/13/93 NOTICE OF HEARING & APPLICATION TO PCRB  
LIST, LARRY AAB & LILLIE WALKER

5/20/93 NOTICE OF APPROVAL & ORDER TO PCRB LIST  
LILLIE WALKER, LARRY AAB & CURT HANSON

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL Bob Shippen  
(Sheriff) SR

Or

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

(All accompanying documents must have required signatures)

CLERK OF  
COUNTY COMMISSIONERS  
1993 MAY 13 PM 2:23  
MULTNOMAH COUNTY  
OREGON

DATE SUBMITTED \_\_\_\_\_

(For Clerk's Use)

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

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

### REQUEST FOR PLACEMENT ON THE AGENDA

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

DEPARTMENT MSS

DIVISION Purchasing

CONTACT Lillie Walker/Larry Aab

TELEPHONE 248-5111/251-2489

\*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Larry Aab & Sgt. Curt Hansen

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

Request exemption from the formal competitive bid process to purchase a 16' Boston whaler patrol boat for the Sheriff's Office.

#### ACTION REQUESTED:

☐ INFORMATION ONLY    ☐ PRELIMINARY APPROVAL    ☐ POLICY DIRECTION    ☒ APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 5-10 minutes

#### IMPACT:

☐ PERSONNEL

☐ FISCAL/BUDGETARY

☐ GENERAL FUND

☐ OTHER \_\_\_\_\_

#### SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: \_\_\_\_\_

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

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

OTHER Lillie M. Walker  
(Purchasing, Facilities Management, etc.)

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

CLERK OF  
COUNTY COMMISSIONER  
1993 MAY 13 PM 2:23  
MULTNOMAH COUNTY  
OREGON

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

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

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Purchase of Boston Whaler Boat

AGENDA REVIEW/

BOARD BRIEFING: \_\_\_\_\_ REGULAR MEETING: May 20, 1993  
(date) (date)

DEPARTMENT: Sheriff's Office DIVISION: Enforcement

CONTACT: Larry Aab TELEPHONE: 251-2489

PERSON(S) MAKING PRESENTATION: Larry Aab and Sgt. Curt Hanson

ACTION REQUESTED:

( ) INFORMATIONAL ONLY ( ) POLICY DIRECTION (X) APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5-10 minutes

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

Requesting an exemption in order to "sole source" purchase the patrol boat/trailer.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL Bob Shipp  
(Sheriff) sa

OK

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

(All accompanying documents must have required signatures)

BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 13 AM 11:56  
MULTI-NOMAN COUNTY  
OREGON

DATE SUBMITTED \_\_\_\_\_

(For Clerk's Use)

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

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

**REQUEST FOR PLACEMENT ON THE AGENDA**

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

DEPARTMENT MSSDIVISION PurchasingCONTACT Lillie Walker/Larry AabTELEPHONE 248-5111/251-2489\*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Larry Aab & Sgt. Curt Hansen**BRIEF SUMMARY** Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

Request exemption from the formal competitive bid process to purchase a 16' Boston whaler patrol boat for the Sheriff's Office.

**ACTION REQUESTED:**☐ INFORMATION ONLY ☐ PRELIMINARY APPROVAL ☐ POLICY DIRECTION ☒ APPROVALINDICATE THE ESTIMATED TIME NEEDED ON AGENDA 5-10 minutes**IMPACT:**☐ PERSONNEL☐ FISCAL/BUDGETARY☐ GENERAL FUND

OTHER \_\_\_\_\_

**SIGNATURES:**

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: \_\_\_\_\_

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

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

OTHER Lillie M. Walker  
(Purchasing, Facilities Management, etc.)**NOTE:** If requesting unanimous consent, state situation requiring emergency action on back.



# Multnomah County Sheriff's Office

12240 N.E. GLISAN ST., PORTLAND, OREGON 97230

BOB SKIPPER  
SHERIFF

(503) 255-3600

## FAX REQUEST/RECEIPT &amp; TRANSMITTAL SHEET

TO: BCC ClerkFAX number addressed to: 5262

\*\*\* ATTENTION &amp;/OR SPECIAL INSTRUCTIONS: \_\_\_\_\_

Number of pages following transmittal sheet: 2FROM: Heidi

Sending FAX #	<input checked="" type="checkbox"/>	Hansen Building Administration	503/253-2663
	<input type="checkbox"/>	Hansen Building Equipment	503/251-2507
	<input type="checkbox"/>	River Patrol	503/287-3951
	<input type="checkbox"/>	MCDC Administration (Detention Center)	503/248-3615
	<input type="checkbox"/>	MCDC Equipment (West Equipment)	503/248-3110
	<input type="checkbox"/>	MCDC Shift Commanders	503/248-5380
	<input type="checkbox"/>	MCDC Transfer	503/248-3080
	<input type="checkbox"/>	DHR (Detention/Warrant Records)	503/248-5354
	<input type="checkbox"/>	MCIJ Administration (Inverness Jail)	503/248-5069
	<input type="checkbox"/>	MCIJ Equipment (East Equipment)	503/248-3778
	<input type="checkbox"/>	MCIJ Medical	503/248-5030
	<input type="checkbox"/>	MCCF (Troutdale Jail)	503/248-5489
	<input type="checkbox"/>	MCRC (Restitution Center)	503/248-5488
	<input type="checkbox"/>	CHJ (Courthouse Jail)	503/248-5487
	<input type="checkbox"/>	CSS (Close Street Supervision)	503/248-3715

SENDING MEMBER/BPST: \_\_\_\_\_ DATE & TIME SENT: 5/13/93 11:52 HOURS

2-ZREC

PS-70 Rev. 03/19/93



# Multnomah County Sheriff's Office

12240 N.E. GLISAN ST., PORTLAND, OREGON 97230

ROBERT G. SKIPPER  
SHERIFF

(503) 255-3600

## MEMORANDUM

---

TO: BOARD OF COUNTY COMMISSIONERS

cc: Franna Hathoway, Purchasing  
Sgt. Curt Hanson, River Patrol  
Larry Aab, Fiscal Manager

FROM: BOB SKIPPER *B.S.*  
SHERIFF

DATE: May 12, 1993

SUBJECT: EXEMPTION FOR PURCHASE OF 16' BOSTON WHALER BOAT

---

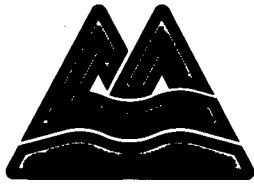
The Sheriff's Office and Oregon State Marine Board (OSMB) are currently in joint agreement to purchase a new trailerable Boston Whaler patrol boat. This patrol boat is to be purchased by Multnomah County in consultation with OSMB with the funding to be provided by the latter, not to exceed \$26,000. If the patrol boat is not delivered by June 30, 1993, then the funding will not be available next fiscal year as this is the end of the biennium.

The Sheriff's Office has researched the availability of vendors dealing with the Boston Whaler brand and have found that Stevens Marine, Tigard, is the only vendor between Lynnwood, Wa., and Medford to handle that brand and have the boat delivered by the deadline.

Therefore, the Sheriff's Office is requesting an exemption in order to "sole source" purchase the patrol boat/trailer from Stevens Marine.

Thank you.





# MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK  
SUITE 1510, PORTLAND BUILDING  
1120 S.W. FIFTH AVENUE  
PORTLAND, OREGON 97204

BOARD OF COUNTY COMMISSIONERS

GLADYS McCOY •	CHAIR •	248-3308
DAN SALTZMAN •	DISTRICT 1 •	248-5220
GARY HANSEN •	DISTRICT 2 •	248-5219
TANYA COLLIER •	DISTRICT 3 •	248-5217
SHARRON KELLEY •	DISTRICT 4 •	248-5213
CLERK'S OFFICE •	248-3277 •	248-5222

## NOTICE OF HEARING

The Multnomah County Board of Commissioners, sitting as the Public Contract Review Board, will consider an application on Thursday, May 20, 1993, at 9:30 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, in the Matter of [a Request for] an Exemption from Public Bidding, a Contract with Stevens Marine for the Purchase of a Boston Whaler Patrol Boat [for the Sheriff's Office River Patrol Unit].

A copy of the application is attached.

For additional information, please contact Multnomah County Purchasing Director Lillie Walker, 248-5111 or the Office of the Board Clerk, 248-3277.

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON  
PUBLIC CONTRACT REVIEW BOARD

Deborah Bogstad  
Office of the Board Clerk

0044C/1/db  
enclosure  
cc: Lillie Walker  
5/13/93

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
ACTING AS THE PUBLIC CONTRACT REVIEW BOARD

In the Matter of an Exemption From )  
Public Bidding, A contract with Stevens )  
Marine for the purchase of a Boston ) A P P L I C A T I O N  
Whaler Patrol Boat )

Application to the Public Contract Review Board on behalf of a request from the Sheriff's Office is hereby made pursuant to the Board's Administrative Rule AR 10.010, and AR 20.030 adopted under the provisions of ORS 279.015, for an order of exemption to purchase a 16' Boston Whaler Patrol Boat for \$26,000.

This Exemption Request is due to the following facts:

1. The funds for the purchase are being provided by the Oregon State Marine Board (OSMB) through contract with Multnomah County.
2. The contract with OSMB stipulates that the boat must be a Boston Whaler.
3. This boat must be purchased and delivered by June 30, 1993, or funding will be lost.
4. Research by the Sheriff's Office found that Stevens Marine in Tigard, Oregon is the only vendor between Lynnwood, WA and Medford, OR to sell this brand and able to make delivery by June 30, 1993.
5. This request does not encourage favoritism because all other sources checked could not meet the product and/or delivery requirements.
6. Purchasing requests approval of this exemption from the formal competitive bid process.

The Sheriff's Office will make this purchase with funds provided by the Oregon State Marine Board.

Dated this 13th day of May, 1993.

Lillie M. Walker  
Lillie Walker, Director  
Purchasing, Contracts, & Central Stores

## Attachments



# MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK  
SUITE 1510, PORTLAND BUILDING  
1120 S.W. FIFTH AVENUE  
PORTLAND, OREGON 97204

BOARD OF COUNTY COMMISSIONERS

GLADYS McCOY •	CHAIR •	248-3308
DAN SALTZMAN •	DISTRICT 1 •	248-5220
GARY HANSEN •	DISTRICT 2 •	248-5219
TANYA COLLIER •	DISTRICT 3 •	248-5217
SHARRON KELLEY •	DISTRICT 4 •	248-5213
CLERK'S OFFICE •	248-3277 •	248-5222

## NOTICE OF APPROVAL

The Multnomah County Board of Commissioners, sitting as the Public Contract Review Board, considered an application on Thursday, May 20, 1993, at 9:30 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, and approved Order 93-187 in the Matter of an Exemption from Public Bidding a Contract with Stevens Marine for the Purchase of a Boston Whaler Patrol Boat.

A copy of the Order is attached.

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON  
PUBLIC CONTRACT REVIEW BOARD

Deborah Bogstad  
Office of the Board Clerk

0044C/4/db  
enclosure  
cc: Lillie Walker  
Larry Aab  
Curt Hanson  
5/20/93

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
ACTING AS THE PUBLIC CONTRACT REVIEW BOARD

In the Matter of an Exemption From  
Public Bidding a Contract with Stevens  
Marine for the purchase of a Boston  
Whaler Patrol Boat

)  
)  
)  
)  
O R D E R 93-187

The above entitled matter is before the Board of County Commissioners, acting in its capacity as the Multnomah County Public Contract Review Board, to review, pursuant to ORS 279.015 and AR 10.010 and AR 20.030, a request from the Sheriff's Office to award a contract to Stevens Marine for the purchase of a 16' Boston Whaler Patrol Boat for \$26,000.

It appearing to the Board that the recommendation for exemption, as it appears in the application, is based upon the fact that through contract with the Oregon State Marine Board funding is provided to purchase a patrol boat that must be a Boston Whaler. Purchase must be made by June 30, 1993 or funding will be lost and Stevens Marine has been determined to be the only vendor in the area able to meet these requirements.

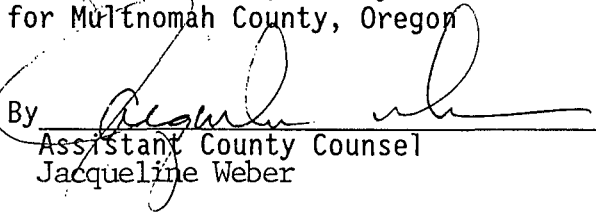
It appearing to the Board that this request for an exemption is in accord with the requirements of ORS 279.015 and PCRB Rule AR 10.010; it is therefore

**ORDERED** that the purchase of the Boston Whaler Patrol Boat be exempted from the requirement of formal competitive bid process.

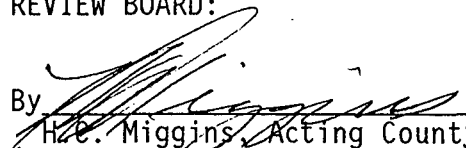
Dated this 20th day of May, 1993.



LAURENCE KRESSEL, County Counsel  
for Multnomah County, Oregon

By   
Assistant County Counsel  
Jacqueline Weber

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
ACTING AS THE PUBLIC CONTRACT  
REVIEW BOARD:

By   
H.C. Miggins, Acting County Chair

Meeting Date: MAY 20 1993

Agenda Number: R-5

(Above for Clerk's Office Use Only)

**AGENDA PLACEMENT FORM**  
(For Non-Budgetary Items)

Subject: Ratification of Intergovernmental Agreement with Oregon Health Sciences University

Board Briefing: \_\_\_\_\_ Regular Meeting: \_\_\_\_\_  
(date) (date)

Department: Health Division: \_\_\_\_\_

Contact: Tom Fronk Telephone: x4274

Person(s) Making Presentation: Tom Fronk

**Action Requested**

☐ Information Only ☐ Policy Direction ☒ Approval

Estimated Time Needed on Board Agenda: 5 minutes or less

Check if you require official written notice of action taken: X

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

Ratification of intergovernmental agreement with Oregon Health Sciences University, University Hospital PCO Health Plan. The Health department will be reimbursed for providing health services for enrolled members of the University of Oregon Health Sciences University Physician Care Organization Health Plan.

*5/24/93 originals to Herman Brane*

BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 11 AM 10:23  
MULTNOMAH COUNTY  
OREGON

**Signatures**

Elected Official \_\_\_\_\_

OR

Department Director Bill Odegaard

(All accompanying documents must have required signatures!)



# MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT  
426 S.W. STARK STREET, 8TH FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3674  
FAX (503) 248-3676 TDD (503) 248-3816

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

TO: Hank Miggins  
Acting Multnomah County Chair

VIA: Bill Odegaard, Director  
Health Department

FROM: Tom Fronk, Business Services Manager  
Health Department *Tom*

DATE: April 22, 1993

SUBJECT: Agreement with University Hospital PCO

Recommendation: The Health Department recommends County Chair approval and Board ratification of this intergovernmental agreement with Oregon Health Sciences University, University Hospital PCO for the period June 1, 1993 to and including May 31, 1994.

Analysis: The University of Oregon Health Sciences University, University Hospital PCO operates a Health Plan that requires health services for enrolled members. The Multnomah County Health Department is capable of providing the required health services. The Health Department will be paid a percentage of the charges of the Health Plan.

Background: Services for this agreement will be provided within the scope and guidelines of SB760. SB760 seeks to involve publicly supported health care and service programs in the development and implementation of managed health care programs in their areas of responsibility.

**CONTRACT APPROVAL FORM**

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 200244

Amendment # \_\_\_\_\_

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services under \$25,000	<input type="checkbox"/> Professional Services over \$25,000 (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	<input checked="" type="checkbox"/> Intergovernmental Agreement <b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b> AGENDA # <u>R-5</u> DATE <u>5/20/93</u> <u>DEB BOGSTAD</u> <b>BOARD CLERK</b> REVENUE

Department HEALTH Division \_\_\_\_\_ Date \_\_\_\_\_Contract Originator Brame Phone x2670 Bldg/Room 160/2Administrative Contact Fronk Phone x4274 Bldg/Room 160/7Description of Contract provide health services for enrolled members of the University of Oregon Health Sciences University, University Hospital PCO Health Plan.

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

ORS/AR # \_\_\_\_\_ Contractor is ☐ MBE ☐ WBE ☐ QRFContractor Name University of Oregon Health Sciences UniversityMailing Address 3181 S.W. Sam Jackson Park Road  
Portland, Oregon 97201-3098Phone 494-8311

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

Effective Date June 1, 1993Termination Date May 31, 1994Original Contract Amount \$ Requirements

Total Amount of Previous Amendments \$ \_\_\_\_\_

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

Total Amount of Agreement \$ \_\_\_\_\_

Remittance Address \_\_\_\_\_  
(If Different) \_\_\_\_\_

Payment Schedule	Terms
<input type="checkbox"/> Lump Sum \$ _____	<input type="checkbox"/> Due on receipt
<input type="checkbox"/> Monthly \$ _____	<input type="checkbox"/> Net 30
<input checked="" type="checkbox"/> Other \$ <u>Upon billing</u>	Other _____
<input type="checkbox"/> Requirements contract - Requisition required.	
Purchase Order No. _____	
<input type="checkbox"/> Requirements Not to Exceed \$ _____	

**REQUIRED SIGNATURES:**Department Manager Bill OdegaardPurchasing Director  
(Class II Contracts Only) [Signature]County Counsel [Signature]County Chair / Sheriff [Signature]Contract Administration  
(Class I, Class II Contracts Only) \_\_\_\_\_Encumber: Yes ☐ No ☐Date 5/14/93

Date \_\_\_\_\_

Date 5-12-93Date May 20, 1993

Date \_\_\_\_\_

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT \$		
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/ REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	156	015	D700			4099		0300		Requirements	
02.											
03.											
* If additional space is needed, attach separate page. Write contract # on top of page.											

INSTRUCTIONS ON REVERSE SIDE

WHITE CONTRACT ADMINISTRATION CANADY INITIATION BINK FINANCE

AGREEMENT  
BETWEEN  
MULTNOMAH COUNTY  
AND  
UNIVERSITY HOSPITAL PCO

THIS AGREEMENT is made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 1993, by and between MULTNOMAH COUNTY, a home rule political subdivision of the State of Oregon (hereinafter referred to as "PROVIDER"), and THE STATE OF OREGON acting by and through the State Board of Higher Education for and on behalf of the Oregon Health Sciences University, University Hospital PCO (hereinafter referred to as "HEALTH PLAN"),

WITNESSETH:

WHEREAS, HEALTH PLAN requires health services for enrolled members which PROVIDER is capable of providing, under terms and conditions hereinafter described, and

WHEREAS, PROVIDER is able and prepared to provide such services as HEALTH PLAN does hereinafter require, under those terms and conditions set forth; now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

1. Term.

The term of this Agreement shall be from June 1, 1993, to and including May 31, 1994, and thereafter annually of each following year unless terminated by either party pursuant to the terms stated herein.

2. Services.

PROVIDER's services under this Agreement shall consist of the following:

A. Provide services for immunizations, diagnosis and treatment of sexually transmitted diseases, HIV counseling and testing, diagnosis and treatment of TB and other communicable diseases. The services are to be provided for eligible recipients who have enrolled with HEALTH PLAN, hereinafter referred to as "Members," or "Member."

B. Services will be provided within the scope and guidelines of SB 760 with the intent to involve publicly supported health care and service programs in the development and implementation of managed health care programs in their areas of responsibility.

C. Services will be delivered at Multnomah County Health Department facilities as listed in Attachment B.



D. PROVIDER will make every reasonable effort to direct the Member to Member's primary care physician for services not included in the contract. Members may be billed only for those services not covered by Medicaid.

E. PROVIDER and HEALTH PLAN may agree to contract for certain services not included in this Agreement on an as-needed basis. PROVIDER and HEALTH PLAN will agree at time of service on rates and charges associated with such services. Services will include but are not limited to obstetrical case management and specialized programs sponsored by PROVIDER.

F. PROVIDER agrees to provide Members with the same quality and timeliness of care as other patients. Quality of care will be commensurate with the professional standards of the community.

### 3. Compensation.

A. HEALTH PLAN's payment will be at a percentage of PROVIDER's charges. This percentage payment currently fifty-three percent (53%), is set at the same level of reimbursement provided by HEALTH PLAN to other providers of services to HEALTH PLAN's PCO enrollees. Should this amount change, HEALTH PLAN will notify PROVIDER in writing thirty (30) days in advance of new payment rate being effective.

B. PROVIDER's charges are as listed in Attachment A. Should these charges change, PROVIDER will notify HEALTH PLAN in writing thirty (30) days in advance of new charge structure being effective.

C. Payments will be considered payment in full for applicable charges. PROVIDER agrees that no copayment will be charged at time of service. Payment shall be based upon the following applicable terms:

1. PROVIDER agrees to bill services to HEALTH PLAN, not to Members.

2. PROVIDER will submit bills on standard HCFA 1500 forms. Services will be billed separately for each individual member.

3. PROVIDER will make every effort to bill in a timely manner. Bills will be submitted beginning fourteen (14) days after date of service, but may be billed up to one year from date of service. Any bill submitted one year or more after date of service will not be payable by either HEALTH PLAN or Member.

4. PROVIDER will bill for all services provided to Member regardless of whether services are covered by this contract. HEALTH PLAN will pay only for services covered in this contract.

5. Clean claims will be paid within thirty (30) working days. PROVIDER will appeal any claims adjudications or other matters within ninety (90) days of the date of payment and if PROVIDER fails to do so, PROVIDER will be deemed to have waived any appeals rights.

6. PROVIDER hereby agrees that in no event, including but not limited to non-payment by HEALTH PLAN, insolvency of HEALTH PLAN, or breach of this Agreement, shall PROVIDER bill, charge, collect a deposit from, seek compensation, remuneration, or reimbursement from, or have any recourse against Member, or other persons acting on their behalf, other than HEALTH

PLAN, for covered services provided pursuant to this Agreement. This is further dictated by the Federal Medicaid Act and applicable Oregon Statutes and Oregon Administrative Rules concerning the provision of medical services under prepaid capitated health plans.

7. PROVIDER further agrees that this provision shall survive termination of this Agreement regardless of the cause giving rise to termination and shall be construed to be for the benefit of HEALTH PLAN's Member; and that this provision supersedes any oral or written contrary agreement now existing or hereafter entered into between PROVIDER and Member, or persons acting on their behalf. This provision applies to services provided during a time period for which Member premiums have been paid.

#### 4. Medical Record.

A. Bill will serve as a record of services provided to Member. If a more detailed account of services provided is required, HEALTH PLAN may request medical record of client per standard procedure.

5. PROVIDER agrees to maintain all required licenses, certificates, and/or registrations as issued by the appropriate state, federal, and local governmental agencies to provide the health care services which PROVIDER undertakes to provide to Members under this Agreement.

6. PROVIDER agrees, except in accordance with provisions, spirit and intent of this Agreement not to differentiate or discriminate in its provision of services to Members because of race, color, national origin, ancestry, religion, sex, marital status, sexual orientation, or age.

7. PROVIDER through the state of Oregon, is self-insured under provisions of ORS 30.260 through 30.300 (as now or hereafter amended) for its tort liabilities. Pursuant to ORS 30.260 through 30.300, PROVIDER and its employees are insured against any claim or claims for damages arising by reason of personal injuries or death occasioned directly or indirectly in connection with the performance of, or failure to perform, any PROVIDER service provided hereunder, the use of any property and facilities provided by PROVIDER, and activities performed by PROVIDER in connection with this Agreement. A letter certifying PROVIDER's insurance shall be provided to HEALTH PLAN upon request.

#### 8. Liability

A. HEALTH PLAN shall hold and save harmless the PROVIDER its officers, agents and employees from damages arising out of the tortious acts of the HEALTH PLAN or its officers, agents, and employees acting within the scope of their employment and duties in performance of this contract subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.300, and the Oregon Constitution, Article XI, Section 7.

B. PROVIDER shall hold and save harmless HEALTH PLAN, its officers, agents, and employees from damages arising out of the tortious acts of PROVIDER, or its officers, agents and employees acting within the scope of their employment and duties in performance of this contract subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.300, and the Oregon Constitution, Article XI, Section 9.

C. HEALTH PLAN is an agency of the State of Oregon. The State of Oregon is self-insured under the provisions of ORS 278.25 and 278.4356 for tort liability, including personal injury and property damage. The limits of liability for this coverage are established by ORS 30.270.

11. In the event of any dispute arising out of or relating to this Agreement, the parties shall attempt in good faith to mutually resolve the dispute. Any appeals on decisions related to treatment or services will be mediated between HEALTH PLAN and PROVIDER. This Agreement shall be construed according to the law of the state of Oregon.

12. This Agreement may be terminated at any time without cause by either party upon sixty (60) days advance written notice to the other party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers the day and year first above written.

The STATE OF OREGON acting by and through the State Board of Higher Education for and on behalf of the Oregon Health Sciences University, UNIVERSITY HOSPITAL PCO

By: \_\_\_\_\_

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

\_\_\_\_\_  
Employee I.D. Number

MULTNOMAH COUNTY, OREGON

By: *Hank Miggins*  
Hank Miggins  
Acting Multnomah County Chair

Date: May 20, 1993

HEALTH DEPARTMENT

By: *Billi Odegaard*  
Billi Odegaard, Director

Date: 5/14/93

HEALTH DEPARTMENT

By: *Amy Speed*  
Program Manager

Date: 4/28/93

APPROVED MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-5 DATE 5/20/93  
DEB BOGSTAD  
BOARD CLERK

REVIEWED:

LAURENCE B. KRESSEL, County Counsel  
for Multnomah County, Oregon

By: *Laurence B. Kressel*

Date: 5-12-93



## SECTION C & D1

Refugee Screening: ☐ Initial  
NEW: \$132.00  
ESTABLISHED: \$50.00

Family Planning: ☐ Initial/Annual ☐ Recheck/Infect. Check  
NEW: \$132.00 \$114.00  
ESTABLISHED: \$115.00 \$50.00

☐ BP / Rx \$41.00  
☐ Preg. Test Visit \$68.00  
☐ Prenatal Short \$19.00  
☐ Postpartum\* \$30.00

☐ Couns. Only \$41.00  
☐ \$19.00

Maternity/ Prenatal Services: ☐ Provider Full Assess/Eval Exam  
NEW: \$132.00  
ESTABLISHED: \$115.00

☐ Prenatal Nursing Hx/Triage  
\$68.00  
\$50.00

☐ Prenatal Short \$114.00  
\$50.00

☐ Postpartum\* \$132.00  
\$115.00

\* New/established patient based on whether client has been seen for Family Planning Services.

Child Health/ Well Child Exam: (under 1 year) ☐ Infant  
NEW: \$43.00  
ESTABLISHED: \$39.00

(1-4 years) ☐ Early Childhood  
\$49.00  
\$39.00

(5-11 years) ☐ Late Childhood  
\$54.00  
\$49.00

(12-17 years) ☐ Adolescent  
\$60.00  
\$49.00

## SECTION D2

Other Primary Care: ☐ High Complexity ☐ Moderate Complexity ☐ Low Complexity ☐ Self Limited ☐ Minor  
NEW: \$132.00 \$114.00 \$68.00 \$41.00 \$30.00  
ESTABLISHED: \$115.00 \$74.00 \$50.00 \$30.00 \$19.00

## SEC E Immunization

## SEC F1

## Laboratory Procedures

DTP 1st	\$0.05	MC801	AFB Culture	\$3.00	87117	Lithium (Serum)	14.50	83725
DTP 2nd	0.05	MC803	AFB Smear, STAT	15.00	87206	Monocleat	10.00	86300
DTP 3rd	0.05	MC805	Amylase, Serum	10.25	82150	Normal Saline	7.50	87210
DTP 1st Booster	0.05	MC807	ANA Antinuclear Ab	16.00	86038	PAP Smear	5.50	88155
DTP 2nd Booster	0.05	MC809	Abnormal Hgb Screen	10.25	83068	PAP Smear - Repeat	5.50	MC907
DT 1st (Ped)	0.05	MC811	Antibody Screen Only	8.50	86016	Phenobarbital	19.00	82210
DT 2nd (Ped)	0.05	MC813	AST (SGOT)	11.00	84450	Phenytoin (Dilantin)	19.00	84045
DT 1st Booster (Ped)	0.05	MC815	β-HCG (serum-quant.)	24.25	84702	Platelet Count	8.00	85595
DT 2nd Booster (Ped)	0.05	MC817	β-HCG (serum-qual.)	13.00	84703	Prenatal Panel II	11.50	80055
Td 1st	0.05	MC835	Carbamazepine	19.00	82372	Prolactin, Serum	14.25	84146
Td 2nd	0.05	MC837	CBC	4.75	85024	Prothrombin Time	11.50	85610
Td 1st Booster	0.05	MC839	CBC w/manual diff.	10.00	85023	Reticulocyte Count	8.00	85044
Td 2nd Booster	0.05	MC841	Chem Screen (SMAC)	9.25	80019	Rheumatoid Factor	10.00	86430
Adult Td Booster	0.05	MC843	Chlamydia-Family Plan	3.00	MC390	Sedimentation Rate	5.50	85650
OPV 1st	0.05	MC819	Chlamydia-Other	3.00	MC391	Sensitivity, 20 disks	15.00	87184
OPV 2nd	0.05	MC821	Culture, General	17.00	87070	Stool Cryptosporidium	15.00	87206
OPV 1st Booster	0.05	MC823	Culture, Urine	15.50	87086	Stool Culture	24.00	87045
OPV 2nd Booster	0.05	MC825	Culture, Fungal	18.00	87101	Stool O&P	17.00	87177
IPV 1st	0.05	MC827	Culture, GC (per site)	14.00	87081	Stool Occult Blood	7.50	82270
IPV 2nd	0.05	MC829	Culture, Herpes	20.25	87252	Stool WBC	7.50	87210
IPV 1st Booster	0.05	MC831	Dark Field	24.00	87164	Strep, Rapid	10.00	86317
IPV 2nd Booster	0.05	MC833	Dilantin (phenytoin)	19.00	84045	T-4 (RIA)	7.00	84436
Influenza Vaccine	3.00	90724	FSH, Serum	26.00	83001	T-7 (T4, T3 Up., FTI)	7.25	82756
Immune Globulin	0.00	90741	FTA abs	18.50	86650	T-Helper-Inducer Cell	63.00	86357
Pneumococcal	3.00	90732	Glucose, Fingerstick	6.00	82948	Theophylline Level	19.00	84420
Rhogam	16.00	90742	Glucose, Random/Fast	7.50	82947	Throat Culture - Strep	14.00	87060
HbCV1	0.05	MC844	Glucose Tolerance 1hr	7.50	82950	TSH	13.00	84443
HbCV2	0.05	MC846	Glucose Tolerance 3hr	25.00	82951	Tzank Smear	13.50	87207
HbCV3	0.05	MC848	Gram Stain - Smear	7.50	87205	UA - Dipstick Only	5.50	81002
HbCV4	0.05	MC850	Hematocrit Only	4.50	85014	UA Dipstick & Micro	8.50	81000
MMR Dose 1	0.05	90707	Hemoglobin Only	6.00	85018	UCG (+ Preg Test)	13.75	MC393
MMR Dose 2	0.05	MC799	Hgb A1C	15.00	83036	UCG (- Preg Test)	13.75	MC397
Hep B Dose 1 (1/4 ML)	0.05	MC721	HIV, Elisa	0.00	86312	Urine Drug Screen	21.00	82660
Hep B Dose 2 (1/4 ML)	0.05	MC722	Iron & TIBC (Serum)	17.00	83550	Urine Protein, 24 hr	12.00	84180
Hep B Dose 3 (1/4 ML)	0.05	MC723	KOH Smear	7.50	87220	VDR/PRR (qual.)	7.75	86592
Hep B Dose 1 (1/2 ML)	16.25	MC731	Lipid Panel A	17.75	80061	VDR/ (quant.)	9.00	86593
Hep B Dose 2 (1/2 ML)	16.25	MC732						
Hep B Dose 3 (1/2 ML)	16.25	MC733						
Hep B Dose 1 (1.0 ML)	32.00	MC741						
Hep B Dose 2 (1.0 ML)	32.00	MC742						
Hep B Dose 3 (1.0 ML)	32.00	MC743						
Hep B inj (cl. sup. vacc)	0.05	MC725						

## SEC F2 Hep B Lab

When checked, key all CPTs in box

ACUTE SYPM PRES:		
(HBsAg)	5.50	86287
(IgM anti-HAV)	13.00	86299
(Anti-HBc)	6.50	86289
CARRIER STAT ASSES:		
(HBsAg)	5.50	86287
(IgM anti-HBc)	27.25	86290
HEP A SCRIN ONLY:		
(IgM anti-HAV)	13.00	86299
HEP B CONT:		
(HBsAg)	5.50	86287
(Anti-HBc)	6.50	86289
REF SCREEN:		
(HBsAg)	5.50	86287
PREVACCINE		
SCRIN / MRDD:		
(Anti-HBc)	6.50	86289
POSTVACCINE SCRIN:		
(Anti-HBs)	6.50	86291
INFANT OF BsAg MO:		
(HBsAg)	5.50	86287
(Anti-HBs)	6.50	86291

## SEC F3 CPTs not printed on Encounter Record

## SEC G In-House X-Ray

☐ Referred for X-ray  
Provider: Attach Radiology Request form (G177) to Encounter Record  
Check-out Clerk: Return Radiology Request to client after entering codes on visit.

Nebulizer Treatment	22.00	94660
Norplant Device	350.00	MC766
Norplant Insertion	60.00	MC767
Norplant Removal	80.00	MC768
PKU	3.00	84030
PPD	4.00	86580
PPD w/controls	12.00	86455
Skin Punch Bx - 1 Les.	36.00	11100
Spinal Manip - 1 area	31.00	97260
Spinal Manip-ea. add'l	15.00	97261
Spirometry	32.00	94010
Vision Screen Only	0.00	MC416
Wart Remov./Non-gen	21.00	17110

## SEC I Mater. Case Mgt.

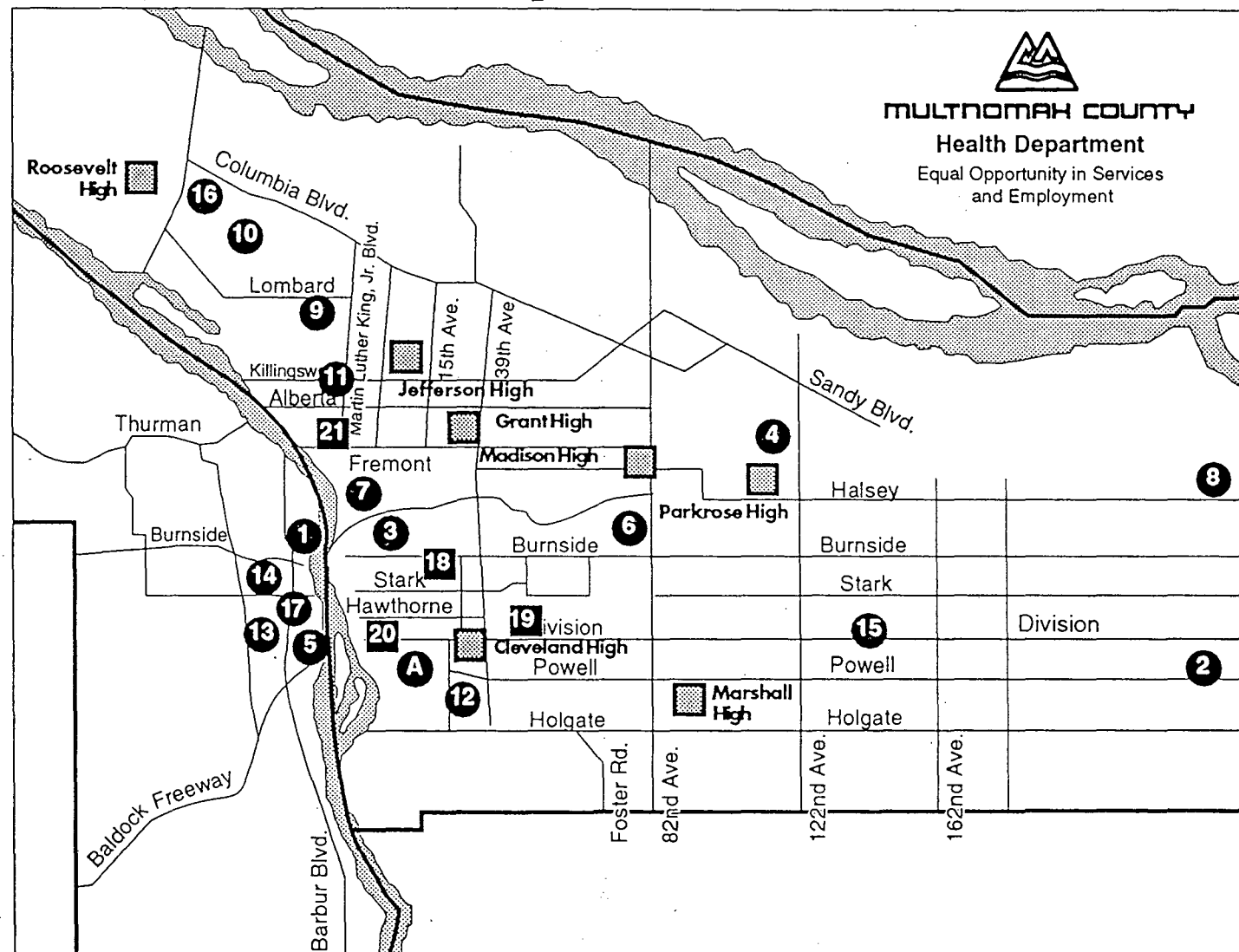
## SEC H Other Services

Needs Assessment	20.40	1000A
Case Management	61.20	1001A
High Risk Case Mgmt.	102.00	1003A
Nutritional Counseling	40.80	1005A

Audiometry, Threshold	\$20.00	92552
Cervical Biopsy Only	52.00	57500
Chem Des. of Anal W.	25.00	46900
Colposcopy Only	71.00	57452
Colposcopy w/Bx	142.00	57454
Cryo of Anal Warts	25.00	46916
Cryo of Male Gen. W.	27.00	54056
Cryo of Vaginal Warts	68.00	57061
Cryo of Vulva	35.00	56501
Cryotherapy -Cervix	67.00	57511
Depo-provera	10.50	MC777

DDST	17.00	99178
Ear Irrigation	21.00	69210
Educ. Svc. - Group	9.00	99078
EKG w/Interpretation	41.00	93000
Endometrial Biopsy	33.00	58100
HIV Risk Assessment	0.00	MC333
I&D Skin Abscess Sim	28.00	10060
Injection Only-Allergen	0.00	95115
Injection Only-Antibiot.	0.00	90788
Injection Only-Medicat.	0.00	90782
IUD Insert	36.00	58300
IUD Paragard	75.00	MC770
Nail Removal-Perman.	91.00	11750

# Multnomah County Health Service Sites



**MULTNOMAH COUNTY**  
Health Department  
Equal Opportunity in Services  
and Employment

**18 CODA Primary Care**  
306 NE 20th Ave.  
239-8400

**19 Mainstream Primary Care**  
4531 SE Belmont  
234-3400

**20 NARA Primary Care**  
1438 SE Division  
231-2641

**21 PCR Primary Care**  
3525 NE MLK, Jr. Blvd.  
281-2804

**Cleveland High School-Based Health Ctr.**  
3400 SE 26th Avenue  
248-3350

**Grant High School-Based Health Ctr.**  
2245 NE 36th Avenue  
248-3372

**Jefferson High School-Based Health Ctr.**  
5210 N Kerby  
248-3360

**Madison High School-Based Health Ctr.**  
2735 NE 82nd Avenue  
248-3382

**Marshall High School-Based Health Ctr.**  
Marshall High School  
3905 SE 91st Avenue  
248-3370

**Parkrose High School-Based Health Ctr.**  
11717 NE Shaver  
248-3392

**Roosevelt High School-Based Health Ctr.**  
6941 N Central  
248-3111

**A Health Supply**  
2505 SE 11th Ave.  
2nd floor  
248-3696

**School Dental Health**  
2505 SE 11th Ave.  
2nd floor  
248-3905

- 1 Burnside Health Clinic**  
618 NW Davis  
248-3678
- 2 East County Health Center**  
620 NE 2nd Avenue, Gresham  
Medical: 248-5155 / Field: 248-5157
- 3 HIV Outreach Project**  
20 NE 10th Avenue  
248-3030
- 4 Inverness Jail**  
11540 NE Inverness Drive  
248-5060
- 5 Justice Center**  
1130 SW 3rd Avenue  
248-3976
- 6 Juvenile Detention Center**  
1401 NE 68th Avenue  
248-3530
- 7 Medical Examiners Office**  
301 NE Knott  
248-3746
- 8 Multnomah Cty. Correction Facility**  
Rt. Box 58, Troutdale  
248-3460
- 9 North Portland Field Team**  
1622A N. Lombard  
248-3366
- 10 North Portland Health Center**  
8918 N. Woolsey  
248-5304
- 11 Northeast Health Center**  
5329 NE Martin Luther King, Jr. Blvd.  
Medical: 248-5183 / Dental: 248-3664  
Field: 248-5055
- 12 Southeast Health Center**  
3653 SE 34th (Powell)  
Medical: 248-3500 / Dental: 248-3513  
Field: 248-3520
- 13 Restitution Center**  
1115 SW 11th Avenue  
248-5141
- 14 Westside Health Center**  
426 SW Stark  
4th floor: 248-5140  
STD Clinic  
4th floor: 248-3700  
TB Clinic  
3rd floor: 248-3417  
Communicable Disease Clinic  
2nd floor: 248-3406
- 15 Mid-County Health Center**  
12710 SE Division  
Medical: 248-3601 / Dental: 248-3410  
International Health: 248-3409
- 16 Vector Control**  
5325 N Columbia Blvd.  
248-3464
- 17 Courthouse Jail**  
1021 SW 4th  
248-3025

MULTNOMAH COUNTY DEPARTMENT OF HEALTH  
SERVICE SITES

Immunizations - Immunizations may be administered at any Multnomah County Department of Health site. (See attachment B-1).

STD, TB and HIV testing and counseling services are limited to the following sites:

STD Services - STD Clinic  
426 SW Stark, 4th floor  
Portland, OR 97204

TB Services - TB Clinic  
426 SW Stark, 3rd floor  
Portland, OR 97204

HIV Testing - HIV Clinical Services  
and counseling 426 SW Stark, 3rd floor  
Portland, OR 97204

Meeting Date: MAY 13 1993  
Agenda No.: R-2

(Above space for Clerk's Office Use)

MAY 20 1993

R-C

**AGENDA PLACEMENT FORM**  
(For Non-Budgetary Items)

SUBJECT: Amending Audit Committee Ordinance No. 660 as amended by Ordinance 772

BCC Informal May 11, 1993 BCC Formal May 13, 1993  
(date) (date)

DEPARTMENT MSS DIVISION Finance

CONTACT Jean Uzelac TELEPHONE 248-3312

PERSON(S) MAKING PRESENTATION Jean Uzelac/Fred Carter

**ACTION REQUESTED:**

     INFORMATIONAL ONLY      POLICY DIRECTION   X   APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 3-5 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):

Ordinance 660 created the Multnomah County Audit Committee. However, the three citizen members' terms were not staggered. The lack of staggered terms detrimentally affects the continuity of the Committee. Ordinance 772 changed the membership but did not address the continuity issue. It is necessary to amend the ordinance to reflect this change.

5/20/93 copies to Jean Uzelac & Fred Carter  
5/21/93 copies to Ordinance Distribution list

(If space is inadequate, please use other side)

**SIGNATURES:**

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

OR

DEPARTMENT MANAGER DB

(All accompanying documents must have required signatures)

MULTNOMAH COUNTY  
OREGON  
1993 MAY - 4  
4 9 57  
BOARD OF  
COUNTY COMMISSIONERS

ORDINANCE FACT SHEET

Ordinance Title: Amending Multnomah County Audit Committee Ordinance No. 660  
as amended by Ordinance No. 772

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

Ordinance 660 created the Multnomah County Audit Committee. However, the three citizen members' terms were not staggered. The lack of staggered terms detrimentally affects the continuity of the committee. Ordinance 772 changed the membership but did not address the continuity issue. It is in the best interest of the Committee and the County to amend the Ordinance to reflect this change.

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

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: DJB



BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
ORDINANCE NO. 761

An ordinance amending Ordinance 660 as amended by Ordinance 722, the Multnomah County Audit Committee (MCAC) Ordinance by providing for staggered terms of the three citizen member of MCAC.

(Language in brackets [ ] is to be deleted; underlined language is new)

Multnomah County Ordains as follows:

Section I. Findings

A. Ordinance 660 created the Multnomah County Audit Committee (MCAC). However, the three citizen members' terms were not staggered.

B. The lack of staggered terms for these members detrimentally affects the continuity of the committee.

C. Ordinance 722 changed the membership of the MCAC but did not address the continuity issue.

D. It is in the best interest of the MCAC and the County to provide for staggered terms.

Section II. Amendment to Ordinance 660 as Amended by Ordinance 722

Section V (A) and (B) of Ordinance 660 as amended by Ordinance 722 is amended to read as follows:

Section V        AUDIT COMMITTEE MEMBERSHIP

(A) The membership of the Audit Committee shall be the following:

04/28/93:1

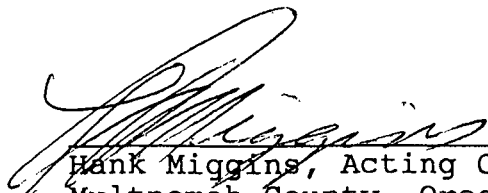
- (1) County Chair or designee
  - (2) One County Commissioner appointed by Chair
  - (3) County Auditor (Non-Voting Capacity)
  - (4) Independent citizen who is a CPA appointed by the Chair
  - (5) Two independent citizens recommended by the Citizen Involvement Committee
  - (6) County Finance Director, (Non-Voting Capacity)
- (B) (1) Each citizen member shall serve a three year term from the date of appointment except as provided in paragraph (B)(2) of this section. No citizen member may serve more than two consecutive terms.
- (2) The second terms of the three original citizen members initially appointed under paragraphs (A)(4) and (A)(5) in September 1990 shall be as follows:  
Fred L. Carter in Position created under (A)(4):  
2 years;  
Thomas Kessler in the first Position created under paragraph (A)(5): 3 years;  
Lianne Thompson in the Second Position created under paragraph (A)(5): 1 year.

ADOPTED this 20th day of May, 1993, being the date of its second reading before the Board of County

04/28/93:1


1 Commissioners of Multnomah County, Oregon.



2  
3  
4   
5 Hank Miggins, Acting Chair  
6 Multnomah County, Oregon

7 REVIEWED:

8 LAURENCE KRESSEL, COUNTY COUNSEL  
9 FOR MULTNOMAH COUNTY, OREGON

10 By   
11 Matthew O. Ryan  
12 Assistant County Counsel

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04/28/93:1

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

Meeting Date: MAY 20 1993  
Agenda No.: R-7

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Resolution Approving Issuance of Tax Anticipation Notes

BCC Informal 5/18/93 Bcc Formal 5/20/93  
(date) (date)

DEPARTMENT Mgmt Support Services DIVISION Finance/Treasury

CONTACT Patricia Shaw TELEPHONE x 3290

PERSON(S) MAKING PRESENTATION Patricia Shaw

ACTION REQUESTED:

     INFORMATIONAL ONLY      POLICY DIRECTION   X   APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

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

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

In the matter of the Issuance of Short-Term Promissory Notes (Tax Anticipation Notes, Series 1993) in the Amount of Not to Exceed \$11,500,000 for the Purpose of Meeting Current Expenses of the County for the 1993-94 Fiscal Year.

*5/20/93 2 certified true copies to Patricia Shaw*

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1993 MAY 12 PM 12:59

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL *H. C. Higgins*

OR

DEPARTMENT MANAGER *David A. Boyer*

(All accompanying documents must have required signatures)

BEFORE THE BOARD OF COUNTY COMMISSIONERS

MULTNOMAH COUNTY, OREGON

In the matter of the Issuance of )  
Short-Term Promissory Notes (Tax )  
Anticipation Notes, Series 1993) )  
in the Amount of Not to Exceed )  
\$11,500,000 for the Purpose of )  
Meeting Current Expenses of the )  
County for the 1993-94 Fiscal Year )

RESOLUTION 93- 188

WHEREAS, the above-entitled matter is before the Board of County Commissioners of Multnomah County, Oregon, upon a showing by the Director of Finance that, prior to the receipt of sufficient moneys from tax collections and other budgeted and unpledged revenues which the County estimates will be received from other sources during the fiscal year 1993-94, there is a need for the County to borrow money and issue Short-Term Promissory Notes (Tax Anticipation Notes, Series 1993) to meet its need for current expenses, provision having been made therefor in its duly adopted budget for such fiscal year.

WHEREAS, it appearing to the Board, based upon the anticipated needs of the County for funds to meet current expenses where provision therefor has been made in its duly adopted budget for the fiscal year 1993-94 that, until there is receipt of sufficient moneys from tax collections and other budgeted and unpledged revenues which the County estimates will be received from other sources during that fiscal year, the County must contract indebtedness by the issuance of Short-Term Promissory Notes (Tax Anticipation Notes, Series 1993) in the amount of not to exceed \$11,500,000; that provision for the Short-Term Promissory Notes has been made in the duly adopted budget of Multnomah County, Oregon for the fiscal year 1993-94; and that prior to the issuance of the Tax Anticipation Notes, the ad valorem tax levies upon real and personal property for the fiscal year 1993-94 shall have been certified to the County Assessor for levy by Multnomah County, Oregon for such tax year; and

WHEREAS, it further appearing to the Board that it would be appropriate that Short-Term Promissory Notes be issued by the County for the purpose of meeting current expenses pursuant to the authority of Oregon Revised Statutes Section 287.442; and the Board being fully advised.

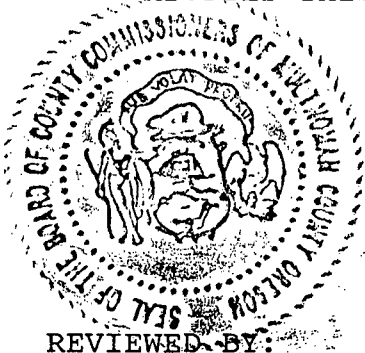
THEREFORE, BE IT RESOLVED that Multnomah County, Oregon, through the Director, Finance Division or Treasury Manager, shall issue its Short-Term Promissory Notes (Tax Anticipation Notes, Series 1993) in the amount of not to exceed \$11,500,000 to such purchasers as may be approved by the Chair of the Board of County Commissioners. The Tax Anticipation Notes, Series 1993, may be issued from time to time, in such denominations and shall mature not later than June 30, 1994, as is approved by the Chair;

BE IT FURTHER RESOLVED that Multnomah County, Oregon does covenant to comply with provisions of Section 148(f) of the Internal Revenue Code of 1986, as amended, unless the County obtains an opinion of nationally recognized bond counsel that such stationary provisions as to rebate are not applicable to the Tax Anticipation Notes, Series 1993;

BE IT FURTHER RESOLVED that, without further authorization by the Board of County Commissioners, the Director, Finance Division or the Treasury Manger may authorize the payment of interest on the Tax Anticipation Notes, Series 1993;

BE IT FURTHER RESOLVED that the Tax Anticipation Notes, Series 1993, shall not exceed a maximum effective rate of interest of ten percent (10%) per annum; may be sold at private sale and at such discount as shall be approved by the Chair; shall not be subject to redemption prior to maturity; and shall be in such form as shall be approved by the Chair. The Tax Anticipation Notes, Series 1993, may bear the seal of Multnomah County, Oregon and shall be executed by the facsimile signature of the Chair and attested by the manual signature of the Director, Finance Division or Treasury Manager.

ADOPTED THIS 20th DAY OF MAY, 1993



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By [Signature]  
Chair  
Board of County Commissioners

REVIEWED BY:

County Counsel  
Multnomah County, Oregon

By [Signature]  
John L. DuBay

RESOLUTION - Page 2

Meeting Date MAY 13 1993

Agenda No.: R-10

(Above space for Clerk's Office Use)

MAY 20 1993

R-8

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Proposed Ordinance Amending MCC 5.10.250 (Grave Prices)

BCC Informal MAY 11 1993  
~~MAY 4 1993~~  
(date)

BCC Formal MAY 13 1993  
~~MAY 6 1993~~  
(date)

DEPARTMENT Environmental Services DIVISION Parks Services

CONTACT Charles Ciecko TELEPHONE 248-5050

PERSON(S) MAKING PRESENTATION Charles Ciecko

ACTION REQUESTED:

// 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):

Proposed Ordinance amending MCC 5.10.250 (Pioneer Cemetery Grave Prices). Proposed amendment is based on a survey of privately-owned cemeteries in the Portland area and is intended to keep Pioneer Cemeteries competitive with the private sector.

5/20/93 copies to Charles Ciecko  
5/21/93 copies to Ordinance Distribution list

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL cc

Or

DEPARTMENT MANAGER BH Williams

(All accompanying documents must have required signatures)

3706V/1933p

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1993 MAY - 4 AM 10:00



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES  
2115 S.E. MORRISON  
PORTLAND, OREGON 97214  
(503) 248-5000

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

TO: Board of County Commissioners  
Betsy Williams

FROM: Charles Ciecko C

DATE: April 23, 1993

SUBJECT: Proposed Ordinance Amending MCC 5.10.250 (Grave Prices)

Attached, please find the necessary paperwork to bring before the Board a proposal to increase fees for interment sites in the County's Pioneer Cemeteries.

The proposal is based on a survey of privately-owned cemeteries in the Portland area and is intended to keep County rates competitive with the private sector and reduce the subsidy to the cemetery program which is now provided by the Recreation Fund.

The Parks Advisory Committee reviewed and recommended approval of this proposal on April 7, 1993.

Please contact me at 248-5050, if you have any questions or concerns regarding these proposed amendments. Thanks.

CC:rj

Attachments

1933p



## CEMETERY FEE SURVEY, FEBRUARY 1993

	Crescent Grove	Forest Lawn	Lincoln	Mt. Calvary	River-view	Rose City	Skyline	Sunset Hills	Pioneer Cemeteries	Proposed
Grave Prices	300-425	695-850	795-1045	520-920	425-750	735-1470	680-1295	475-1250	300-420	350-
Grave Opening, Closing, Adult Liner/vault	385	395	490	495	425	425	435	425	375	395
Concrete outer container AKA Liner	250	345	365	340	310	290	360	350	250	290
Grave opening, closing cremation	225	95	195	225	225	355	305	200	200	250
Cremation Box	50	95 minimum	175 minimum	65	80	Included	350	Included	Included	Included
Saturday/Sunday overtime	180/Sat 250/Sun	No Fee	No fee	Sat only 195	215 Sat ??? Sun	Sat 180 No Sun/ holiday	240 Sat 360 Sun	610 Sat No Sun	175 Sat 200 Sun	200 Sat 250 Sun
Additional fees Registration, etc.			35 Registrat- ion fee on all burials			Filing fee 125	Recording fee 45	Recording fee 125		
Basic fee for open/close & using line (not including grave)	635	740	855	835	735	715	795	775	625	685
Same as above with least expensive grave	935	1,495	1,650	1,355	1,160	1,450	1,475	1,250	925	1,035

GRAVES

ORDINANCE FACT SHEET

Ordinance Title: Proposed Ordinance Amending MCC 5.10.250  
Effective Date June 1, 1993

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).

Increases prices for graves in County-owned Pioneer Cemeteries. Proposal is based upon a survey (attached) of privately-owned cemeteries in the Portland area and intended to keep County prices competitive with the private sector.

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

We are unaware of other local jurisdictions in this area which provide this service.

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

Based on the survey which was conducted in February 1993, we believe the proposed prices fall on the low end of the price range of available interment plots.

What is the fiscal impact, if any?

This price increase along with proposed service fee increases which are handled administratively will raise additional \$13,000 - \$20,000 annually.

(If space is inadequate, please use other side)

SIGNATURES:

Person Filling Out Form: Charles Ciecko

Planning & Budget Division (if fiscal impact): Shawn McNamee

Department Manager/Elected Official: BH Willie

3706V/1933p

1 BEFORE THE BOARD OF COUNTY COMMISSIONERS

2 FOR MULTNOMAH COUNTY, OREGON

3 ORDINANCE NO. 762

4 An Ordinance in the matter of increasing cemetery rates for county  
5 cemeteries, amending Multnomah County Code 5.10.250.

6 Multnomah County ordains as follows:

7 Section I. Findings

8 (A) A survey of grave sale fees involving eight (8) privately owned  
9 Cemeteries in the Portland Metropolitan Area indicates that County  
10 owned grave plots are under-priced.

11 (B) The proposed increase in grave prices will bring the County in line  
12 with privately owned and operated Cemeteries.

13 Section II. Fees

14 Multnomah County Code 5.10.250 is amended to read as follows:

15 5.10.250 Fees for memorials and cemeteries. For the services of the  
16 Department of Environmental Services in connection with memorials, cemeteries,  
17 and related matters, the grave fees shall be:

18 GRAVES:

19 Grave Price Range	[\$300-\$420]	<u>\$350 - \$475</u>
20 Cremain Graves	[\$200]	<u>\$250</u>
21 Child Graves		<u>\$150</u>

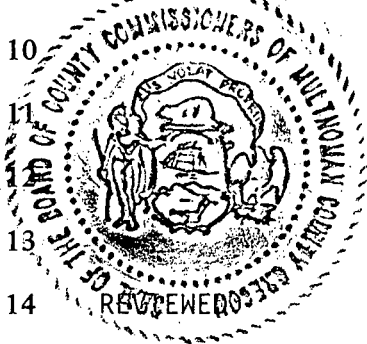
22  
23 All service fees may be set by the Director of the Environmental Services to  
24 reflect the true cost, plus overhead of the services provided.  
25  
26

1 Ordinance 762

2 Section III. Fee Waivers and Exemption

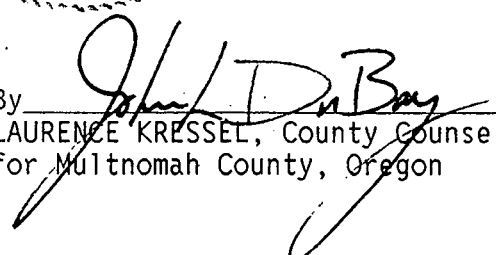
3 The Director of Environmental Services may waive fees for grave sales and  
4 burial services in situations of extreme financial hardship. All waivers or  
5 exemptions shall be by written order, setting forth the facts to justify the  
6 waiver or exemption.

7 Adopted this 20th day of May, 1993, being the date of  
8 its second reading before the Board of County Commissioners of Multnomah  
9 County, Oregon and shall become effective on June 1, 1993.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

By   
Henry C. Miggins, Acting Chair

15  
16 By   
17 LAURENCE KRESSEL, County Counsel  
18 for Multnomah County, Oregon  
19  
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Meeting Date MAY 13 1993  
Agenda No.: R-11

(Above space for Clerk's Office Use)

MAY 20 1993  
R-9

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Proposed Ordinance Amending MCC 10.15.110 (Park Fees)

BCC Informal MAY 1 1993 May 4, 1993 (date) BCC Formal MAY 13 1993 ~~May 6, 1993~~ (date)

DEPARTMENT Environmental Services DIVISION Parks Services

CONTACT Charles Ciecko TELEPHONE 248-5050

PERSON(S) MAKING PRESENTATION Charles Ciecko

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):

Proposed Ordinance amending MCC 10.15.110 (Park Fees). Proposed amendments are based on surveys of fees charged by other jurisdictions for similar services and the need to enhance revenue generation to keep pace with rising costs associated with labor and inflation.

5/20/93 copies to Charlie Ciecko  
5/21/93 copies to Ordinance Distribution List

(If space is inadequate, please use other side)

SIGNATURES:

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

Or

DEPARTMENT MANAGER cc BH Willian

(All accompanying documents must have required signatures)

3706V/2188p

BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY - 4 AM 9:58  
MULTNOMAH COUNTY  
OREGON



OFFICE MEMORANDUM . . . DEPARTMENT OF ENVIRONMENTAL SERVICES

TO: Board of County Commissioners  
Betsy Williams

FROM: Charles Ciecko

DATE: April 23, 1993

SUBJECT: Proposed Ordinance Amending MCC 10.15.110 (Park Fees)

Attached, please find the necessary paperwork to bring before the Board, a proposal to increase certain fees associated with the use of County Parks.

Our proposal is based on surveys of fees charged by other jurisdictions for similar services and facilities and the need to enhance revenue generation to keep pace with rising costs. These surveys are attached to the Ordinance Fact Sheet for your review.

The following table summarizes current status and changes as proposed in the Ordinance.

<u>General Descriptions</u>	<u>Current Status</u>	<u>Proposed Change</u>
1) Reservation fees reduced during periods of low demand	Weekday fees reduced by 20%	Reduced fees by 50% during entire non-peak season
2) Alcohol Permit and Picnic Reservations refundable damage deposit	\$35.00 refundable	Change to non-refundable
3) Camping Fees	\$8.00/night/site	\$9.00/night/site
4) Federal Golden Age Pass	Holder entitled to 50% discount on camp fees	Eliminate
5) Definition of "Summer" and "Winter" season	Summer-May 15 through September 30 Winter-October 1 through May 14	Summer-May 15 through October 31 Winter-November 1 through May 14

April 23, 1993

Page Two

<u>General Descriptions</u>	<u>Current Status</u>	<u>Proposed Change</u>
6) Entry fees-Blue Lake and Oxbow Parks	Summer-\$3.00/vehicle weekends and holidays \$2.00/vehicle on weekdays Winter-\$2.00/vehicle all days	Summer-\$3.00/vehicle on all days Winter-\$3.00/vehicle on weekends and holidays \$2.00/vehicle on weekdays
7) Busses	Same as other vehicles	\$6.00 all season
8) Boat Ramp Fees	\$2.00/vehicle all days	\$3.00/vehicle all days
9) Service fees for special events	Set by DES Director	DES Director or designee
10) Group Camp Fees	\$1.00/person/night; \$20.00 minimum; \$200.00 maximum	\$2.00/person/night on Friday, Saturday, and night preceding holiday  Increases or reduces minimum fees depending on time of use, establishes reservation fee/ "down payment"

The Parks Advisory Committee reviewed and recommended approval of this proposal on April 7, 1993.

Please contact me at 248-5050 if you have any questions or concerns regarding these proposed amendments. Thanks.

CC:rj

Attachments

2188p

## ENTRY FEES

### Blue Lake \*

Weekdays \$ 2.00  
Weekends \$ 3.00

### Oxbow \*

Weekdays \$ 2.00  
Weekends \$ 3.00

Oregon State Parks \$3.00

Clackamas County \$ 2.00  
650-3379  
Season Pass \$20.00

Roslyn Lake \$ 2.00 (Project increase in Spring '93)  
PGE 464-8515

Lane County \$ 3.00 (Memorial Day to Labor Day)  
341-6940  
Season Pass \$30.00

Jackson County \$ 2.00  
776-7001  
Season Pass \$20.00

Clark County \$ 2.00 Entry Lewisville Park  
(206) 699-2467  
\$ 6.00 buses

Washington County \$ 3.00 Entry Hagg Lake  
\$ 3.50 car/boat  
\$ 3.00 for each additional 8 people  
Season Pass \$25.00/vehicle  
\$30.00 car/boat  
\$20.00 Senior Citizen





OFFICE MEMORANDUM . . . DEPARTMENT OF ENVIRONMENTAL SERVICES

BOAT RAMP FEE SURVEY

2-10-93

CITY PARKS

CITY OF PORTLAND (796-3232)

(Will.R.)	1. Cathedral Park	No Charge
(Will.R.)	2. Willamette Park	\$2.00/Vehicle (Mem.-Labor Day)
(Will.R.)	3. Sellwood Park	\$2.00/Vehicle (Mem.-Labor Day)
(Slough)	4. Kelly Point	No Charge

PORT OF PORTLAND (731-7509)

(Lagoon)	1. Swan Island	No Charge
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CITY OF WEST LINN (656-9651)

(Will.R.)	1. Cedar Oak	No Charge
(Will.R.)	2. Bernert Landing	No Charge

CITY OF TUALATIN (692-2000)

(Tual.R.)	1. Tualatin City Park	No Charge
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CITY OF TIGARD (639-4141)

(Tual.R.)	1. Cook Park	No Charge
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CITY OF GLADSTONE (656-5225)

(Will.R.)	1. Meldrum Bar	No Charge
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CITY OF OREGON CITY (657-8299)

(Will.R.)	1. Clackamette Park	No Charge
(Will.R.)	2. Sportcraft Landing	No Charge

Boat Ramp Fee Survey  
N.Chase/Page 2

CITY OF VANCOUVER ((206) 696-8171)

(Col.R.)	1. Marine Park	\$2.50/Vehicle (Mem.-Labor Day)
		\$25.00/Season Pass

PORT OF CAMAS-WASHOUGAL ((206) 835-2196)

(Col.R.)	1. Parkers Landing	\$3.00/Vehicle (Year-round)
		\$40.00/Pass (Non-resident)
		\$25.00/Pass (Resident)

COUNTY PARKS

MULTNOMAH COUNTY (248-5050)

(Col.R.)	1. M.James Gleason	\$2.00/Vehicle
		\$35.00/Season Pass
(Col.R.)	2. Chinook Landing	\$2.00/Vehicle
		\$35.00/Season Pass
(Mult.Ch.)	3. Burlington (S.I.)	No Charge
(Sandy R.)	4. Oxbow Park	\$2.00/Vehicle (Weekdays)
		\$3.00/Vehicle (Weekends)
		\$35.00/Season Pass
		<u>*Drift boats only</u>

CLARK COUNTY ((206) 699-2467)

(Lewis R.)	1. Day Break	No Charge
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NORTH CLACKAMAS PARKS & RECREATION DISTRICT (794-8002)

(Will.R.)	1. Jefferson St. (Milwaukie)	No Charge
-----------	------------------------------	-----------

Boat Ramp Fee Survey  
N.Chase/Page 3

CLACKAMAS COUNTY (655-8521)

- (Clack.R.) 1. Barton Park  
(Clack.R.) 2. Carver Park  
(Will.R.) 3. Hebb Park  
(Clack.R.) 4. Riverside Park  
(Will.R.) 5. Boones Ferry Landing  
(Will.R.) 6. Oak Grove

TILLAMOOK COUNTY (322-3477)

- (Till.Bay) 1. Memaloose \$2.00/Vehicle  
\*Do not charge at  
any other ramps.

STATE PARKS\*

- (Col.R.) 1. Rooster Rock \$3.00/Vehicle (Mem.-Labor Day)  
(Clack.R.) 2. Mc Iver \$3.00/Vehicle (Mem.-Labor Day)  
(Sandy R.) 3. Lewis & Clark No Charge  
(Sandy R.) 4. Dabney \$3.00/Vehicle (Mem.-Labor Day)  
\*Closed winter  
\*Drift boats only  
Mol.R.) 5. Molalla River No Charge

\* Above to be implemented for 93 summer season per decision of State Parks Commission

**REGIONAL CAMPING CHARGES**  
**FEBRUARY 1993**

FACILITIES:	SITE SIZE: # of persons allowed	SITE DEVELOPMENT:	COST: (per night)	EXTRA CHARGES:	
OREGON STATE PARKS 378-6305 or 731-3283	8 persons	Full Moderate	\$18 Full \$14 Tent \$ 9 Primitive \$15 Electrical	\$5/Extra Car +\$6.00 Reservation Fee	Showers, electricity & water available to most sites, free seasonal interpretive programs at some selected sites. Day use entry 28 parks \$3.00 May-Sept. \$20.00 Annual Pass.
CLACKAMAS COUNTY PARKS 655-8521 or 650-3379	No established limits	Full Moderate	All Sites \$9 \$11/Weekend/ Holidays	None	Showers, water to each site, flush toilets.
JACKSON COUNTY PARKS 776-7001	2 Adults plus own children under 16	Moderate	\$14 Full \$11 Primitive \$13 w/electric	\$2 each more than 2 adults	Showers, flush toilets, water in or near each site, no water or sewer hookups.
JOSEPHINE COUNTY PARKS 474-5285	6 persons	Full Moderate Primitive	F = \$13 P = \$8	\$5/car extra + \$2 for reservations	Showers, and flush toilets available except at primitive sites.
LANE COUNTY 341-6940	Tent	Primitive	\$9		
DOUGLAS COUNTY PARKS 440-4500	8 persons	Full Moderate	F = \$10 M = \$8	\$3/extra car	Pay showers, flush toilets, discount card available free to county residents (cost \$5) allows \$2 off non-hookup sites, \$3 off full hookup sites, showers \$1.
WASHINGTON STATE PARK 206-753-2029 or 206-753-5757	8 persons	Full Moderate	F = \$14 M = \$10/ tent sites	+ \$5/resident \$4/extra car \$1 for popular parks	Fee change in process. Pay showers, flush toilets, free interpretive programs at selected sites.
USFS/Bend/Fort Rock/ 388-2715 or 383-5664	12 persons	Full Moderate Primitive	F=\$8 M=\$7 P=\$6	F=\$4/Extra Car M=\$3.50/Extra Car P=\$3/Extra Car	Water near each site, no electricity, no showers (1991).
USFS/MT HOOD NATIONAL FOREST 666-0700	8 persons	Moderate Primitive	M=\$8 P=\$6	\$3/Extra Car	Vault toilets, no showers, no electricity, water near each site. (Glenn Sackett) Concession.
OXBOW PARK	8	Moderate*	\$8.00*	+ Vehicle entry fee frist day of entry +2 extra car	Pit toilets, no showers, no electricity, water in or near each site, no pets, some interpretative programs available.
ZIG ZAG RANGER DISTRICT	8 persons	Moderate } Primitive	M=\$10,\$8 P=\$6,\$4	None	Possible concession - out to bid for 93 season. Some have water in sites, most have water nearby, no electrical or sewer, prices based on desirability of site as determined by Park Manager.
MT HOOD R.V. VILLAGE (PRIVATE) 253-9445	6 persons max	Full	\$21/full \$13 electric only \$16 tent or dry site	\$2 Each person extra Over 6 years old )	Showers, pay laundry, store, game room, pay cable, activities. Health Center.

*FACILITIES:	SITE SIZE: # of persons allowed	SITE DEVELOPMENT:	COST: (per night)	EXTRA CHARGES:	
PORTLAND FAIRVIEW R.V. (PRIVATE) 661-1047	2 persons	Full	\$18.02 \$16.32	\$2	Good Sam discount \$1.70 per night, seasonal pool, pay laundry, cable included with "Full Development" jacuzzi summer.
KOA CASCADE LOCKS (PRIVATE) 374-8668	2 persons	Full	\$17 \$15.50 electric \$13/tents	\$2 Each person extra	Showers, laundry, hot tub (1991).
CROWN POINT R.V. (PRIVATE) 695-5209	2 persons	Full	All sites \$11	\$1 Each person extra	Pay showers, pay laundry.
CAMPFIRE BOYS & GIRLS CAMP NAMANU 224-7800	(group use) ± 275 persons	Full	\$5 per youth Summer \$175/ week \$10/person	\$5 tent sites per person	Registered clubs only, for use of lodge spring & fall. Day use outside also camp non-profit. Sept-May 15
BIG FUR CAMPGROUND & R.V. (east fork of Lewis River) 206-887-8970	2 adults plus 3 children	Full Moderate	F=\$13 M=\$10 tent sites	\$2 per person/night \$2 extra person \$2 extra car \$1 pull through	Pay showers, water near tent sites, flush toilets, store, recreation equipment, rental movies. Lodge: Weddings \$750 all 13 hours and insurance ±> 270 persons.
BOYS SCOUTS (SCOUTERS MOUNTAIN) 226-3423	± 275 (group use)	Moderate	Non Scouts \$6.00 per person \$5.00 per scout	None	No electricity, no showers, group camping in meadow.
ROLLING HILLS R.V. PARK (PRIVATE) 666-7282	Tent/R.V 2 persons	Full	\$17.96 \$10.60 tent sites (Apr-Aug)	Tent sites additional 1.00 for each person over 2	Good Sam discount, includes garbage, sewer (except tent sites), water, telephone hookup, cable, seasonal pool, recreation room, pay laundry and showers.
EAGLE FERN PARK EAGLE CREEK (Church owned) 630-4978	None (150)	Full	\$13.00 per person \$900 Minimum	None	Non-profit groups only - includes full use of facilities, dorm style sleeping cabins (10 beds 1/2 bath each) lodge, full kitchen, shower buildings, 100 acres, sports fields w/equipment available, some overflow tent camping at same cost available.

ORDINANCE FACT SHEET

Ordinance Title: Proposed Ordinance Amending MCC 10.15.110  
Effective Date June 1, 1993

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).

Increases fees associated with the use of County-owned/operated parks. Proposal is based on surveys of fees charged by other jurisdictions for similar services at similar facilities (attached). Affected fees included entry fees, camping fees and picnic reservation fees. Approval of this proposal will allow Parks Services to maintain services at the 92-93 level.

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

Although all jurisdictions do not charge entry fees--all charge fees for special services. Clackamas and Washington Counties charge entry fees as does state at some metro parks. ODFW charges day use fees at Sauvie Island Wildlife Refuge.

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

As noted in findings, most citizens are willing to pay for outdoor recreation and special services when fees are utilized to support these programs.

What is the fiscal impact, if any?

Combined impact is estimated at \$70,000 to \$90,000 additional revenue on annual basis. Fee increase at Boat Ramps will result in reduction of State Assistance approximately \$3,400 annually.

(If space is inadequate, please use other side)

SIGNATURES:

Person Filling Out Form: Charles Ciecko

Planning & Budget Division (if fiscal impact): Shawn [signature]

Department Manager/Elected Official: BH Waller

1                               BEFORE THE BOARD OF COMMISSIONERS  
2                               FOR THE COUNTY OF MULTNOMAH  
3                               ORDINANCE NO. 763  
4

5           An ordinance amending Multnomah County Code Chapter 10.15.110, Park Fees.  
6 Multnomah County ordains as follows:

7 Section 1 Findings

- 8 A. As a result of the elimination of general fund support for Park and  
9 Cemetery programs, it is necessary to recover a greater percentage of  
10 operation/maintenance costs through user fees.
- 11 B. The proposed fees are an important component in the proposed FY 93/94  
12 budget for the Parks Division.
- 13 C. Most citizens are willing to pay for outdoor recreation opportunities  
14 when fees are utilized to support park maintenance and operations.
- 15 D. Park fees have not been increased since April, 1991. Fees charged by  
16 Multnomah County have, in some cases, fallen behind fees charged by other  
17 jurisdictions at similar facilities for similar services.
- 18 E. The Parks Services Division utilizes strategies which reduce the  
19 potential of excluding the economically disadvantaged by providing  
20 minimal cost annual passes and considering written requests for fee  
21 waiver at non-peak times.

1 Ordinance 763

2 Section 2 Amendments

3 MCC 10.15.110 Park fees. The following fees shall be amended, charged,  
4 collected by Multnomah County for and prior to the following park uses and  
5 activities:

6 A. Fees for shelters and reservable picnic areas, at Blue Lake Park shall be  
7 set forth in Appendix "A" Chapter 10.15. However, reservation fees for  
8 weekday events (except holidays) between May 15 and October 31 shall be  
9 reduced by 20%. Reservation fees for events held between November 1 and May  
10 14 shall be reduced by 50%.

11 B. Alcohol permits at Blue Lake Park shall be as follows:

12 1. \$150.00 [with \$35.00 refundable ]for areas with capacity of 100 or more.

13 2. \$85.00 [with \$35.00 refundable ]for areas with capacity of less than 100.

14 C. Overnight camping fees at Oxbow Park: [~~\$8.00~~]\$9.00 per site per night.

15 Permit must be displayed. Each additional vehicle: \$2.00 per night.

16 [Federal Golden Age Passes will be honored for overnight fees only.] Each  
17 vehicle must pay entry fee on initial day of entry.

18 D. Entry fees at Blue Lake Park and Oxbow Park: Summer fees (May 15 to  
19 [~~September 30~~]October 31): [~~\$2.00~~]\$3.00 per motorized vehicle on [weekdays;  
20 \$3.00 per motorized vehicle on weekends and holidays]all days.

21 Winter fees ([~~October 1~~]November 1 to May 14): \$2.00 per motorized vehicle  
22 on [~~all days~~]weekdays. \$3.00 per motorized vehicle on weekends and  
23 holidays. Busses shall pay an entry fee of \$6.00 regardless of day or  
24 season. A vehicle with seating for more than 15 passengers shall be  
25 considered a bus.



1 Ordinance 763

2 E. Boat Launching and/or Parking Fees at the 43rd Street Boat Ramp and  
3 Chinook Landing Marine Park: [~~\$2.00~~]\$3.00 per motorized vehicle on all  
4 days.

5 F. Service fees for special events shall be set by the director of the  
6 Department of Environmental Services or her/his designee.

7 G. [All ]Non-profit and Youth Organization fees for use of Overnight Group  
8 Camps at Oxbow Park shall be: [~~\$1.00~~/person with \$20.00 minimum and  
9 \$200.00 maximum]

10 Friday night, Saturday night and night preceeding holiday:

11 \$2.00 per person per night.

12 Minimum fee for Group Camp 1: \$40.00

13 Minimum fee for Group Camps 2 and 3: \$20.00.

14 All other nights: \$1.00 per person per night.

15 Minimum fee for Group Camp 1: \$25.00

16 Minimum fee for Group Camps 2 and 3: \$12.00

17 A reservation fee consisting of the first night's fee shall be collected  
18 to confirm a reservation. (This does not include the vehicle entry fee.)

19 H. Picnic fees at Oxbow Park (does not include vehicle entry fees):

20 Area A - [~~\$175.00~~ plus \$35.00 refundable deposit=]~~\$210.00~~

21 Area B - [~~\$ 95.00~~ plus \$35.00 refundable deposit=]~~\$130.00~~

22 Area C - [~~\$125.00~~ plus \$35.00 refundable deposit=]~~\$160.00~~

23 Area D - [~~\$ 75.00~~ plus \$35.00 refundable deposit=]~~\$110.00~~

24 However, reservation fees for weekday events (except holidays) between May 14  
25 and October 31 shall be reduced by 20%. Reservation fees for events held  
26 between November 1 and May 14 shall be reduced by 50%.

1     Ordinance 763

2     I. Annual passes in lieu of daily entrance fees, launching and/or parking fees at  
3       Blue Lake Park, Oxbow Park, Chinook Landing, and 43rd Street Boat Ramp:

4       Regular - \$35.00 per year (October 1 through September 30).

5       Handicapped/Seniors \$25.00 per year (October 1 through September 30) and

6       Low Income - \$10.00.

7     J. Entrance fees at Blue Lake Park and Oxbow Park shall be waived for any  
8       police officer who presents valid identification at the park entrance.

9     K. Except for use by Multnomah County, rental fees along with \$100.00 refundable  
10       deposit, for "The Lake House" at Blue Lake Park shall be:

11       1. Friday evenings, Weekends and Holidays--April 1 to October 30

12           10:00 am to 4:00 pm - \$500.00

13           6:00 pm to midnight - \$500.00

14           10:00 am to 10:00 pm - \$800.00

15       2. Friday evenings, Weekends and Holidays--November 1 to March 30

16           10:00 am to 4:00 pm - \$400.00

17           6:00 pm to midnight - \$400.00

18           10:00 am to 10:00 pm - \$700.00

19       3. Weekdays

20           \$35.00 per hour plus \$100.00 refundable deposit;

21           three hour minimum charge

FEE SCHEDULE  
BLUE LAKE PARK

AREA	GROUP SIZE	SECTION FEE	ENTIRE AREA FEE
11A	100	\$ 50.00	
11B	50	\$ 75.00	\$125.00
12A (1/2 with Canopy)	100	\$ 90.00	
12B	50	\$ 35.00	
12C	50	\$ 35.00	
12D	50	\$ 35.00	\$195.00
13A	50	\$ 35.00	
13B	50	\$ 35.00	
13C	100	\$ 50.00	
13D	50	\$ 35.00	\$155.00
14A	100	\$ 50.00	
14B (Canopy)	50	\$ 75.00	
14C	50	\$ 35.00	
14D	100	\$ 50.00	
14E	50	\$ 35.00	\$245.00
Celilo Shelter*			
A	54	\$100.00	
B	54	\$100.00	\$200.00
Chinook Shelter*			
A	125	\$160.00	
B	125	\$160.00	\$320.00
17A	100	\$ 50.00	
17B	100	\$ 50.00	
17C	100	\$ 50.00	
17D	100	\$ 50.00	\$200.00
18A*	100	\$ 50.00	
18B*	100	\$ 50.00	\$100.00
19	100	\$ 50.00	\$ 50.00
Multnomah Shelter*			
A	54	\$100.00	
B	54	\$100.00	
C	54	\$100.00	
D	54	\$100.00	\$400.00
Shahala Shelter*			
A	125	\$160.00	
B	125	\$160.00	\$320.00
Clatsop Shelter*			
A	125	\$160.00	
B	125	\$160.00	\$320.00
Bandstand*	200	\$125.00	

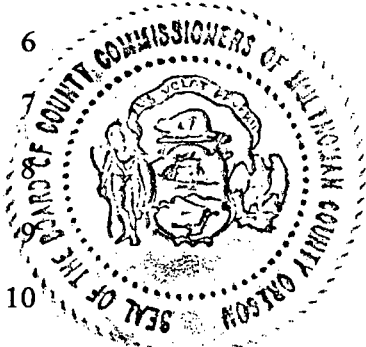
\* Alcohol allowed in these areas only, and an alcohol permit must be obtained from Parks Services for an additional fee.

PLEASE NOTE: The cost of a reservation does not include the entry fee.

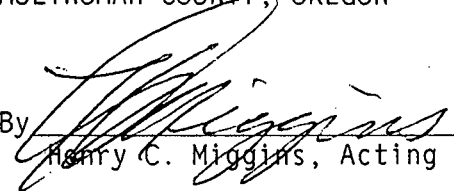
1 Ordinance 763

2

3 ADOPTED this 20th day of May, 1993, being the date of  
4 its second reading before the Board of County Commissioners of Multnomah  
5 County and shall become effective on June 1, 1993.

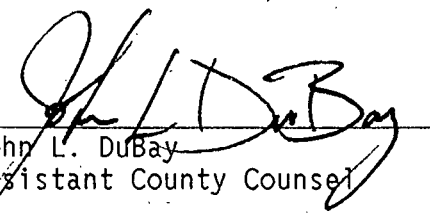


BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By   
Henry C. Miggins, Acting Chair

10  
11 REVIEWED:

12 LAURENCE KRESSEL, COUNTY COUNSEL  
13 FOR MULTNOMAH COUNTY, OREGON

14 By   
15 John L. DuBay  
16 Assistant County Counsel

17

18

19

20

21 4/20/93

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23

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26

Meeting Date: MAY 20 1993

Agenda No.: R-10  
(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Exception Request to Hiring Freeze

BCC Informal May 18, 1993 BCC Formal May 20, 1993  
(date) (date)

DEPARTMENT: Non-Departmental DIVISION: County Chair's Office

CONTACT: Ardys Craghead TELEPHONE: 248-3308

PERSON(S) MAKING PRESENTATION Ardys Craghead and Billi Odegaard

ACTION REQUESTED:

[ ] INFORMATION ONLY [ ] POLICY DIRECTION [X] 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):

The Health Department requests from the Board of County Commissioners an immediate exemption from the hiring freeze for the Office Assistant II and Health Assistant job classification vacancies, specifically for bilingual hiring.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

A. C. Higgins

Or

DEPARTMENT MANAGER

Billi Odegaard

(All accompanying documents must have required signatures)

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1993 MAY 11 AM 10:24



# MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT  
426 S.W. STARK STREET, 8TH FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3674  
FAX (503) 248-3676 TDD (503) 248-3816

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

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

TO: Hank Miggins, Acting Chair  
Multnomah County Board of Commissioners

VIA: *Bill*  
Bill Odegaard, Director  
Multnomah County Health Department

FROM: *Jan S*  
Jan Sinclair, Director of Specialty Services  
Multnomah County Health Department

SUBJECT: Request for an Exemption to the Hiring Freeze.

DATE: May 5, 1993

### CULTURAL DIVERSITY IS OUR STRENGTH

To reduce current interpreter personnel costs in the Health Department and be ready July 1st for reduced expenditures in Fiscal year 93-94, we need to hire more bilingual staff immediately.

Phase one of the plan calls for increasing the number of bilingual staff in front desk clinic positions. We would like to start the process now of transferring some staff into other vacancies and begin recruiting, interviewing, and hiring front desk bilingual staff in designated sites.

The specific classifications affected are the OA II and Health Assistant. These classifications have the same starting salary, and in attempting to avoid layoffs we will work with employees, Local 88 and Personnel.

[1689g]

**OFFICE ASSISTANT 1  
OFFICE ASSISTANT 2  
(Classified/Non-exempt)**

**DEFINITION**

To perform a wide variety of general clerical duties as required in assigned department.

**DISTINGUISHING CHARACTERISTICS**

Office Assistant 1--This is the entry level class in the Office Assistant series. This class is distinguished from the Office Assistant 2 by the performance of the more routine tasks and duties assigned to the positions within the series including duties performed according to established procedures with changes in procedures or exceptions to rules explained in detail as they arise. Typical duties include acting as receptionist, copying, filing and sorting and distributing mail. Since this class can be used as a training class, employees may have only limited or no directly related work experience.

Office Assistant 2--This is the full journey level class within the Office Assistant series. Employees within this class are distinguished from the Office Assistant 1 by the performance of the full range of duties as assigned including duties requiring the application of general County procedures as well as application of department policies and procedures. 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. Positions in this class are flexibly staffed and may be filled by advancement from the "1" level, or when filled from the outside, require prior clerical experience.

**SUPERVISION RECEIVED AND EXERCISED**

Office Assistant 1

Receives immediate supervision from management, professional, technical, or higher level clerical positions.

Exercises no supervision.

Office Assistant 2

Receives general supervision from management, professional, technical, or higher level clerical positions.

May exercise functional and technical supervision over lower level clerical staff.

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

Type and proofread a variety of documents including general correspondence, agendas, reports, memos, subpoenas, and statistical charts from rough draft, dictaphone recordings, forms, copy, notes, transcribing machine recordings or verbal instruction.

## OFFICE ASSISTANT 1 & 2

Page 3

### QUALIFICATIONS (Continued)

#### Ability to:

Learn to operate modern office equipment.

Learn and correctly apply the policies and procedures of the program or function to which assigned.

Learn office methods, rules and policies including receptionist techniques.

Perform routine clerical work.

Type or enter data at a speed and accuracy necessary for adequate job performance.

Understand and carry out oral and written directions.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Meet the public and represent the County in a professional matter.

#### 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:

#### Experience:

Some general clerical experience is desirable.

**AND**

#### Training:

Equivalent to the completion of the twelfth grade. Additional specialized clerical training is desirable.

### Office Assistant 2

In addition to the qualifications for Office Assistant 1:

#### Knowledge of:

Organization, procedures and operating details of County government.

Modern office methods, practices, procedures and computer equipment.

Business letter writing and report preparation.



**EXAMPLES OF DUTIES (Continued)**

Perform a wide variety of clerical work including filing, billing, checking, coding, and recording information; contact the public, other agencies, witnesses, and others by phone or mail to give, receive, or confirm information.

Act as a receptionist; answer the telephone and assist the general public, providing information on departmental and County policies and procedures as required; refer calls to appropriate department personnel; serve as switchboard operator for the County; answer incoming calls; transfer to proper party; take accurate messages.

Prepare information and data for statistical and financial reports; maintain a variety of statistical records; check and tabulate basic numerical data; prepare simple statistical reports.

Perform record keeping for various funds and expenditures; maintain inventory records; process purchase requisitions; maintain purchase records; resolve errors in orders received and invoices.

Operate calculating machine, copying machine, microfilm reader, remittance processor, electronic cash register, personal computer, and other office equipment; input and retrieve data and text.

Sort and file documents and records, maintaining alphabetical, index, and cross-reference files; maintain and review records and files to assure that required information is accurate and documents are available.

Receive, sort and distribute incoming and outgoing correspondence; issue, receive, type and process various applications, permits, subpoenas, and other forms; receive and verify cash payments received in person and in the mail; verify amount received and account number and record in manual and automated files; balance and reconcile cash amounts; maintain and process cash records.

Order and maintain office supplies; process personnel, payroll, accounting and purchasing information and documents.

Perform related duties as required.

**QUALIFICATIONS**

Office Assistant 1

Knowledge of:

English usage, spelling, grammar, and punctuation.

Basic alphabetical and numeric filing methods.

Principles and procedures of record keeping.

Basic mathematical principles.

OFFICE ASSISTANT 1 & 2

Page 4

QUALIFICATIONS (Continued)

Ability to:

Correctly interpret and apply the policies and procedures of the function to which assigned.

Perform general clerical work including maintenance of appropriate records and compiling information for reports under minimal supervision.

Work courteously with the general public on the telephone or in person, including handling difficult or irate people.

Operate a variety of office equipment including a word processor and/or computer terminal.

Type or enter data at a speed and accuracy necessary for successful job performance.

Perform basic mathematical calculations.

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:

Experience:

Two years of general clerical experience including public contact.

AND

Training:

Equivalent to the completion of the twelfth grade. Additional specialized clerical training is desirable.

7153OP

February 8, 1991

**HEALTH ASSISTANT**  
(Nonexempt/Classified)

**DEFINITION**

To provide technical health assistance and client information in a clinic or home setting.

**SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from assigned management and professional staff.

Exercises no supervision.

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

Provide clinic reception duties; answer telephone, greet clients, schedule clients into clinics.

Explain services and eligibility policy to prospective client; make appropriate referrals to other agencies.

Interview client to collect information and determine reason for visit; record health and social history; make observations concerning general health conditions.

Provide information to client concerning health maintenance, disease prevention, options and services available.

Assist in the preliminary screening of client and assist professional in health examination; record height and weight, and take blood pressure, pulse, temperature, respirations and similar vital signs; instruct client on proper collection of laboratory samples; process and perform minor lab tests.

Serve as interpreter for non-English speaking clients during home or clinic visits; translate client's symptoms and providers response.

Administer prescribed tests, such as audiograms, vision screenings, EKG's.

Perform technical and/or clerical assistance in operating clinics; process mailings and appointment reminders; set up and organize materials; conduct class sessions on selected health topics.

Prepare examination rooms, clean room and equipment, assure that necessary equipment and supplies are available.

Maintain records; order materials and supplies.

Perform related duties as assigned.

**QUALIFICATIONS**

Knowledge of:

Methods and techniques of health care.

Modern office procedures and methods.

## HEALTH ASSISTANT

Page 2

### QUALIFICATIONS (Continued)

#### Knowledge of: (Continued)

Principles and procedures of record keeping and reporting.

English usage, spelling, grammar and punctuation.

#### Ability to:

Make observations concerning general health conditions.

Take and record vital signs.

Speak and understand other languages if required by particular position.

Work efficiently as a member of a health team.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Communicate clearly and concisely, both orally and in writing.

Gain cooperation through discussion and persuasion.

Type at a speed necessary for successful job performance.

#### 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:

#### Experience:

No experience is required. One year of health care experience is desirable.

AND

#### Training:

Equivalent to the completion of the twelfth grade. Additional specialized training in health care or a related field is desirable.

7138OP

Meeting Date:

MAY 13 1993

Agenda No.:

R-15

(Above Space for Clerk's Office Use)

MAY 20 1993

R-11

AGENDA PLACEMENT FORM

SUBJECT: An Ordinance freezing salaries of exempt employees earning \$60,000 or more per year, and amending Ordinance 742.

BCC Informal May 11, 1993  
(date)

BCC Formal May 13, 1993  
(date)

DEPARTMENT Nondepartmental DIVISION Commissioner Kelley

CONTACT Robert Trachtenberg TELEPHONE 248-5213

PERSON(S) MAKING PRESENTATION: Sharron Kelley

ACTION REQUESTED

       INFORMATIONAL ONLY        POLICY DIRECTION   X   APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 6 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):

Rationale is stated in the Ordinance findings. General fund savings will be at least \$127,500.

5/20/93 copies to Sharron Kelley & Robert  
TRACHTENBERG

5/21/93 copies to Ordinance Distribution list  
(If space is inadequate, please use other side)

SIGNATURES

ELECTED OFFICIAL

Sharron Kelley

Or

DEPARTMENT MANAGER

(All accompanying documents must have required signatures)

1/90

1517L - 55

CLERK OF  
COUNTY COMMISSIONERS  
1993 MAY - 6 AM 11:29  
MULTNOMAH COUNTY  
OREGON

ORDINANCE FACT SHEET

Ordinance Title: An Ordinance freezing salaries of exempt employees earning \$60,000 or more per year, and amending Ordinance 742.

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

Rationale is stated in the findings. Extending freeze to all exempt employees was considered but felt to be unfair due to wage level overlap with represented employees. Issues relating to merit pay have been removed from this ordinance have been segregated for more lengthy finetuning through a committee process.

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

Metro Executive Budget and Metro Budget Committee did not fund merit increases for any non-represented employees. Metro Council will review the budget on May 4.

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

Unknown. Pay freezes are common in private sector when profits are not forthcoming.

What is the fiscal impact, if any?

General fund savings will be at least \$127,500.

(If space is inadequate, please use other side)

SIGNATURES:

Person Filling Out Form: Det. J. J. Smith

Planning & Budget Division (if fiscal impact): David C. Warren

Department Manager/Elected Official: Sharon Kelley / yca.

1/90

5/13/93  
Submission

Proposed amendment to Ordinance on the Board of County Commissioners agenda as No. R-15:

Section III. Advisory Committee

An advisory committee is hereby established for the purpose of recommending to the Board of County Commissioners an alternative pay system for upper level exempt employees. The advisory committee members shall be appointed by the Chair of the Board of County Commissioners.

(Redesignate following Sections in sequence)

Id: 720

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. \_\_\_\_\_

An ordinance freezing annual base pay rates of exempt employees earning \$60,000 or more per year, and amending Ordinance 742.

MULTNOMAH COUNTY ORDAINS AS FOLLOWS:

Section I. Findings.

(A) Multnomah County, Oregon (hereinafter "County") employs a variety of individuals not covered by collective bargaining agreement (hereinafter "exempt employees").

(B) In order to maintain funding of county programs while absorbing cost increases arising from the implementation of federal disabilities mandates and the settlement of litigation concerning juvenile detention, the Board needs to hold off on certain salary increases that were previously anticipated.

(C) Employees earning \$60,000 or higher are for the present time being sufficiently compensated and will not incur undue hardships from not receiving previously anticipated pay increases.

(D) The absolute levels and rate of increase of base pay at the top of the pay scale are interfering with taxpayer willingness to fund government services.

05/06/93:1



1 Section II. Salary Freeze for Certain Exempt Employees.

2 (A) For purposes of this section, "upper level exempt  
3 employee" means an exempt employee whose annual base pay is \$60,000  
4 or more for full time employees, or a proportionately reduced rate  
5 for any employee regularly scheduled to work less than 1.0 FTE.  
6 For example, any half time employee whose annual pay rate is  
7 \$30,000 or more is included in this definition.

8 (B) Except as provided in this section the base pay for  
9 each upper level exempt employee shall be frozen as of June 30,  
10 1993. After June 30, 1993, no such employee shall receive a  
11 cost-of-living adjustment or a merit increase in base pay.

12 (C) In the event an exempt employee is scheduled to  
13 receive a Cost of Living Adjustment (COLA) or merit increase that  
14 would raise the base pay of the employee to an annual base pay rate  
15 above \$60,000, the scheduled adjustment or increase shall be  
16 reduced so that the employee's annual base pay rate does not exceed  
17 \$60,000.

18  
19 Section III. Amendment.

20 Ordinance No. 742, Section VII, is amended to read as  
21 follows:

22 Section VII. Pay Administration.

23 (A) No exempt employee shall be paid at a base rate  
24 which is less than the minimum or more than the maximum base rate  
25

26 05/06/93:1  
27  
28

for the employee's classification.

(B) Appointment.

(1) All new hires, promotions, and reclassifications to exempt positions may be made at a base rate up to the midpoint of the employee's range, at the discretion of the appointing manager. New hires, promotions, and reclassifications at a base rate above the midpoint may be made with the approval of the appropriate elected official.

(2) When a new hire to an exempt vacancy is made at a base rate which is less than the mid-point of the appropriate salary range, the appointing manager may, based on performance of the appointee during a trial service period, provide a pay adjustment to the appointee. Such adjustment shall not raise the base rate above the mid-point of the appropriate pay range and must occur within one year of the appointment date. This adjustment shall not affect the anniversary date. This section applies only to persons hired after the date of adoption of [this] ordinance No. \_\_\_\_\_.

(C) Merit Increase.

(1) A merit increase is an increase in base pay equal to three percent (3%) or to the maximum of the range, whichever is lesser.

(2) Except as limited by Section II of Ordinance No. \_\_\_\_\_, each exempt employee who receives a performance

05/06/93:1

1 appraisal other than "Needs Improvement" shall receive a merit  
2 increase, effective on that employee's anniversary date.

3 (3) No exempt employee who receives an appraisal of  
4 "Needs Improvement" shall receive a merit increase. If the second  
5 appraisal after a "Needs Improvement" appraisal, as required above,  
6 results in a rating other than "Needs Improvement", the employee  
7 shall receive a merit increase, effective three months after that  
8 employee's anniversary date, except as limited by section II of  
9 Ordinance No. \_\_\_\_\_.

10 (D) Range Adjustments. Whenever the Board of County  
11 Commissioners adopts changes in the compensation plan for an exempt  
12 classification, the implementing Ordinance shall specify the effect  
13 upon employees in that classification.

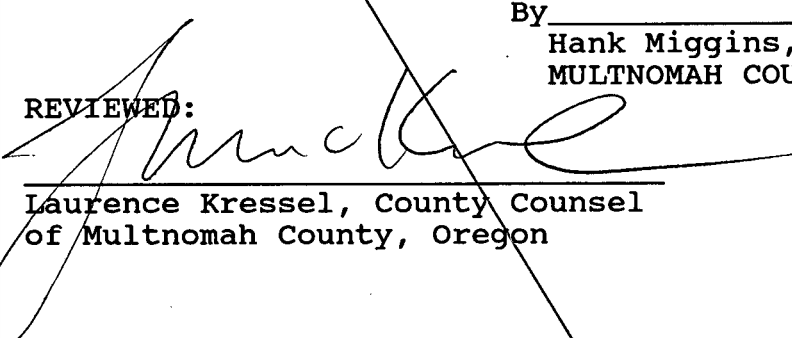
14 (E) Other Pay Adjustments. An elected official may  
15 authorize a merit bonus to an individual exempt employee on a  
16 selective basis. A merit bonus shall be for outstanding  
17 professional contributions to Multnomah County during the  
18 employee's evaluation period, provided the money is available in  
19 the elected official's baseline budget, in order to carry out  
20 Multnomah County's policy of exempt compensation administration as  
21 stated in Section II. of this Ordinance. Merit bonus pay  
22 adjustments under this section shall not be added to an exempt  
23 employee's base rate.

24  
25  
26 05/06/93:1  
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28

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 1993,  
being the date of its second reading before the Board of County  
Commissioners of Multnomah County, Oregon.

By \_\_\_\_\_  
Hank Miggins, Acting Chair  
MULTNOMAH COUNTY, OREGON

REVIEWED:

  
\_\_\_\_\_  
Laurence Kressel, County Counsel  
of Multnomah County, Oregon

D:\WPDATA\NINE\SALFREEZ\st

05/06/93:1

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. 764

An ordinance freezing annual base pay rates of exempt employees earning \$60,000 or more per year, and amending Ordinance 742.

MULTNOMAH COUNTY ORDAINS AS FOLLOWS:

Section I. Findings.

(A) Multnomah County, Oregon (hereinafter "County") employs a variety of individuals not covered by collective bargaining agreement (hereinafter "exempt employees").

(B) In order to maintain funding of county programs while absorbing cost increases arising from the implementation of federal disabilities mandates and the settlement of litigation concerning juvenile detention, the Board needs to hold off on certain salary increases that were previously anticipated.

(C) Employees earning \$60,000 or higher are for the present time being sufficiently compensated and will not incur undue hardships from not receiving previously anticipated pay increases.

(D) The absolute levels and rate of increase of base pay at the top of the pay scale are interfering with taxpayer willingness to fund government services.

1 Section II. Salary Freeze for Certain Exempt Employees.

2 (A) For purposes of this section, "upper level exempt  
3 employee" means an exempt employee whose annual base pay is \$60,000  
4 or more for full time employees, or a proportionately reduced rate  
5 for any employee regularly scheduled to work less than 1.0 FTE.  
6 For example, any half time employee whose annual pay rate is  
7 \$30,000 or more is included in this definition.

8 (B) Except as provided in this section the base pay for  
9 each upper level exempt employee shall be frozen as of June 30,  
10 1993. After June 30, 1993, no such employee shall receive a  
11 cost-of-living adjustment or a merit increase in base pay.

12 (C) In the event an exempt employee is scheduled to  
13 receive a Cost of Living Adjustment (COLA) or merit increase that  
14 would raise the base pay of the employee to an annual base pay rate  
15 above \$60,000, the scheduled adjustment or increase shall be  
16 reduced so that the employee's annual base pay rate does not exceed  
17 \$60,000.

18  
19 Section III. Advisory Committee

20 An advisory committee is hereby established for the purpose of  
21 recommending to the Board of County Commissioners an alternative  
22 pay system for upper level exempt employees. The advisory  
23 committee members shall be appointed by the Chair of the Board of  
24 County Commissioners.

1 Section IV. Amendment.

2 Ordinance No. 742, Section VII, is amended to read as  
3 follows:

4 Section VII. Pay Administration.

5 (A) No exempt employee shall be paid at a base rate  
6 which is less than the minimum or more than the maximum base rate  
7 for the employee's classification.

8 (B) Appointment.

9 (1) All new hires, promotions, and  
10 reclassifications to exempt positions may be made at a base rate up  
11 to the midpoint of the employee's range, at the discretion of the  
12 appointing manager. New hires, promotions, and reclassifications  
13 at a base rate above the midpoint may be made with the approval of  
14 the appropriate elected official.

15 (2) When a new hire to an exempt vacancy is made at  
16 a base rate which is less than the mid-point of the appropriate  
17 salary range, the appointing manager may, based on performance of  
18 the appointee during a trial service period, provide a pay  
19 adjustment to the appointee. Such adjustment shall not raise the  
20 base rate above the mid-point of the appropriate pay range and must  
21 occur within one year of the appointment date. This adjustment  
22 shall not affect the anniversary date. This section applies only  
23 to persons hired after the date of adoption of [this] ordinance No.  
24 764.

25 (C) Merit Increase.

26 (1) A merit increase is an increase in base pay  
27 equal to three percent (3%) or to the maximum of the range,

28 05/15/93:1

whichever is lesser.

(2) Except as limited by Section II of Ordinance No. 764, each exempt employee who receives a performance appraisal other than "Needs Improvement" shall receive a merit increase, effective on that employee's anniversary date.

(3) No exempt employee who receives an appraisal of "Needs Improvement" shall receive a merit increase. If the second appraisal after a "Needs Improvement" appraisal, as required above, results in a rating other than "Needs Improvement", the employee shall receive a merit increase, effective three months after that employee's anniversary date, except as limited by section II of Ordinance No. 764.

(D) Range Adjustments. Whenever the Board of County Commissioners adopts changes in the compensation plan for an exempt classification, the implementing Ordinance shall specify the effect upon employees in that classification.

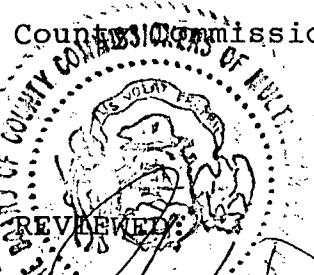
(E) Other Pay Adjustments. An elected official may authorize a merit bonus to an individual exempt employee on a selective basis. A merit bonus shall be for outstanding professional contributions to Multnomah County during the employee's evaluation period, provided the money is available in the elected official's baseline budget, in order to carry out Multnomah County's policy of exempt compensation administration as stated in Section II. of this Ordinance. Merit bonus pay adjustments under this section shall not be added to an exempt employee's base rate.

ADOPTED this 20th day of May,

05/15/93:1



1 1993, being the date of its second reading before the Board of  
2 County Commissioners of Multnomah County, Oregon.



3  
4 By Hank Miggins  
Hank Miggins, Acting Chair  
MULTNOMAH COUNTY, OREGON

5  
6 Laurence Kressel  
Laurence Kressel, County Counsel  
7 of Multnomah County, Oregon

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Meeting Date: MAY 20 1993

Agenda No: R-12

(Above space for Clerk's Office Use)

**AGENDA PLACEMENT FORM**  
**(For Non-Budgetary Items)**

Subject: Final Statement for Community Development Block Grant  
Program 1993-94

Board Briefing: May 18, 1993 Regular Meeting: May 20, 1993  
Date Date

DEPARTMENT: Social Services DIVISION: Housing & Community Svcs

CONTACT: Cecile Pitts TELEPHONE: 248-5000

PERSON(S) MAKING PRESENTATION: Cecile Pitts

**ACTION REQUESTED:**

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL

ESTIMATED TIME NEEDED ON AGENDA: 30 minutes

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

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

The Housing and Community Development Program proposes to submit an application for the Community Development Block Grant Program (CDBG) 1993-1994 from the U.S. Department of Housing and Urban Development. It is requested that testimony be received on the use of these CDBG funds. It is further requested that the Board of County Commissioners approve submission of the CDBG application.

*5/20/93 original to Cecile Pitts*

**SIGNATURES:**

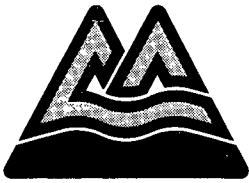
ELECTED OFFICIAL: \_\_\_\_\_

OR

DEPARTMENT MANAGER: *Gary Nelson/DB*

(All accompanying documents must have required signatures)

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1993 MAY 10 PM 1:44



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES  
HOUSING AND COMMUNITY SERVICES DIVISION (503) 248-3339  
COMMUNITY DEVELOPMENT PROGRAM OFFICE (503) 248-5000  
2115 S.E. MORRISON  
PORTLAND, OREGON 97214  
FAX: (503) 248-3048

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

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

TO: Hank Miggins, Acting County Chair

VIA: Gary Nakao, Director  
Department of Social Services

FROM: Norm Monroe, Director  
Housing and Community Services Division

DATE: April 30, 1993

SUBJECT: Final Statement (Application) for Community  
Development Block Grant Program, FY 1993-4

Recommendation: The Housing and Community Services Division/Housing and Community Development Program recommends Board of County Commissioner approval of the attached Final Statement (Application) for Community Development Block Grant funds for FY 1993-94, following public testimony.

Analysis: The Housing and Community Development Program is transmitting to the Board the 1993-94 Community Development Block Grant Final Statement and is requesting Board agenda time to accept testimony and approve the application for submission to the federal Department of Housing and Urban Development.

The Final Statement requests federal funding of \$778,000 for housing and community development activities. An additional \$99,200 is anticipated from program income resulting from these activities, for a total of \$877,200. The funds will be used to provide housing development, repair, and rehabilitation, neighborhood revitalization, public services, and program administration. The Final Statement includes specific activities in these program categories.

Background: Multnomah County is entitled to receive Community Development Block Grant funds annually; this Final Statement is for the ninth year of funds as an urban county. Project needs are identified in a three-year Community Development Plan and are reviewed and recommended by the CDBG Policy Advisory Board comprised of the participating consortium cities of Fairview, Maywood Park, Troutdale, Wood Village, and Lake Oswego.

kw\cdbg93.cov

# APPLICATION FOR FEDERAL ASSISTANCE

<b>1. TYPE OF SUBMISSION:</b> Application <input checked="" type="checkbox"/> Construction <input type="checkbox"/> Preapplication Construction <input checked="" type="checkbox"/> Non-Construction <input type="checkbox"/> Preapplication Non-Construction		<b>2. DATE SUBMITTED</b> 5-28-93	<b>Applicant Identifier</b> B-93-UC-41-0003
<b>3. DATE RECEIVED BY STATE</b>		<b>State Application Identifier</b>	
<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>		<b>Federal Identifier</b>	

<b>5. APPLICANT INFORMATION</b> <b>Legal Name:</b> Multnomah County		<b>Organizational Unit:</b> Community Development Program	
<b>Address (give city, county, state, and zip code):</b>  2115 S.E. Morrison Portland, Oregon 97214		<b>Name and telephone number of the person to be contacted on matters involving this application (give area code)</b>  Cecile Pitts (503) 248-5000	

<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> <div style="border: 1px solid black; padding: 2px; display: flex; justify-content: space-between;"> <span>9 3</span> <span>—</span> <span>6 0 0 2 3 0 9</span> </div>	<b>7. TYPE OF APPLICANT: (enter appropriate letter in box)</b> <span style="border: 1px solid black; padding: 0 5px;">B</span> <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;">           A. State            B. County            C. Municipal            D. Township            E. Interstate            F. Intermunicipal            G. Special District         </div> <div style="width: 48%;">           H. Independent School Dist.            I. State Controlled Institution of Higher Learning            J. Private University            K. Indian Tribe            L. Individual            M. Profit Organization            N. Other (Specify): _____         </div> </div>
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<b>8. TYPE OF APPLICATION:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es): <input type="checkbox"/> <input type="checkbox"/> A. Increase Award      B. Decrease Award      C. Increase Duration D. Decrease Duration      Other (specify): _____	<b>9. NAME OF FEDERAL AGENCY:</b> Department of Housing and Urban Development
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<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:</b> <span style="border: 1px solid black; padding: 0 5px;">1 4</span> <span style="border: 1px solid black; padding: 0 5px;">2 1 8</span> <b>TITLE:</b> Urban County Community Development Block Grant, Dept. of HUD	<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> Ninth Year of Community Development Block Grant program as an Urban County. Program includes housing and other community development projects benefiting low and moderate income residents.
---	---

<b>12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.):</b> Balance of Multnomah County outside City of Portland and City of Gresham.		<b>13. PROPOSED PROJECT:</b> <table style="width:100%;"> <tr> <td style="width:50%;"> <b>Start Date</b> 7-1-93         </td> <td style="width:50%;"> <b>Ending Date</b> 6-30-94         </td> </tr> </table>		<b>Start Date</b> 7-1-93	<b>Ending Date</b> 6-30-94
<b>Start Date</b> 7-1-93	<b>Ending Date</b> 6-30-94				

<b>14. CONGRESSIONAL DISTRICTS OF:</b> <table style="width:100%;"> <tr> <td style="width:50%;"> <b>a. Applicant</b> 1 and 3         </td> <td style="width:50%;"> <b>b. Project</b> 1 and 3         </td> </tr> </table>	<b>a. Applicant</b> 1 and 3	<b>b. Project</b> 1 and 3	<b>15. ESTIMATED FUNDING:</b> <table style="width:100%;"> <tr> <td style="width:20%;">a. Federal</td> <td style="width:10%;">\$</td> <td style="width:10%;">778,000</td> <td style="width:10%;">.00</td> </tr> <tr> <td>b. Applicant</td> <td>\$</td> <td></td> <td>.00</td> </tr> <tr> <td>c. State</td> <td>\$</td> <td></td> <td>.00</td> </tr> <tr> <td>d. Local</td> <td>\$</td> <td></td> <td>.00</td> </tr> <tr> <td>e. Other</td> <td>\$</td> <td></td> <td>.00</td> </tr> <tr> <td>f. Program Income</td> <td>\$</td> <td>99,200</td> <td>00</td> </tr> <tr> <td>g. TOTAL</td> <td>\$</td> <td>877,200</td> <td>00</td> </tr> </table>	a. Federal	\$	778,000	.00	b. Applicant	\$		.00	c. State	\$		.00	d. Local	\$		.00	e. Other	\$		.00	f. Program Income	\$	99,200	00	g. TOTAL	\$	877,200	00
<b>a. Applicant</b> 1 and 3	<b>b. Project</b> 1 and 3																														
a. Federal	\$	778,000	.00																												
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d. Local	\$		.00																												
e. Other	\$		.00																												
f. Program Income	\$	99,200	00																												
g. TOTAL	\$	877,200	00																												

<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b> a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE _____ b. NO. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b> <input type="checkbox"/> Yes      If "Yes," attach an explanation. <input checked="" type="checkbox"/> No	
---	--	--	--

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED			
<b>a. Typed Name of Authorized Representative</b> H.C. Miggins	<b>b. Title</b> Acting Chair, Board of County Commissioners	<b>c. Telephone number</b> (503) 248-3308	
<b>d. Signature of Authorized Representative</b> 		<b>e. Date Signed</b> May 20, 1993	

Authorized for Local Reproduction

36

**APPROVED MULTNOMAH COUNTY**  
**BOARD OF COMMISSIONERS**  
 AGENDA # R-12 DATE 5/20/93  
DEB BOGSTAD  
**BOARD CLERK**

FINAL STATEMENT OF COMMUNITY DEVELOPMENT  
OBJECTIVES AND USE OF FUNDS  
FOR FY 1993  
MULTNOMAH COUNTY, OREGON

On May 28, 1993, Multnomah County intends to submit an application for \$778,000 in Community Development Block Grant (CDBG) funds for FY 1992-93 from the U.S. Department of Housing and Urban Development. In addition to the application amount, anticipated program income of \$99,200 will bring the total estimated funding to \$877,200. Multnomah County's CDBG Program serves the unincorporated area of the county excluding the cities of Portland and Gresham. The objectives and use of funds for 1993-94 are outlined below.

STATEMENT OF OBJECTIVES

The primary goal of Multnomah County's CDBG program is to develop viable urban communities, provide decent housing and a suitable living environment, and expand economic opportunities, principally for persons of low and moderate income.

The major objectives of the program include:

1. Allocate a majority of CDBG funds to meet the needs of low and moderate income households through improved housing, provision of housing for special needs populations, job opportunities, public services, and community facilities.
2. Reduce or eliminate blight and deterioration in neighborhoods.
3. Fund projects with demonstrated citizen and local government support.
4. Encourage projects which are supplemented with other resources, e.g., labor, materials, equipment, and money.
5. Assist displaced persons to find suitable housing. The plan for minimizing displacement and for assisting displaced persons is on file at the Community Development office.
6. Support service integration and coordination.
7. Improve handicapped access to public facilities.
8. Encourage historic preservation activities.
9. Ensure compatibility between Multnomah County, City of Portland and City of Gresham CDBG programs.

USE OF COMMUNITY DEVELOPMENT FUNDS

Multnomah County will utilize 1993-94 CDBG funds for the housing and community development activities listed below. It is estimated that over 90 percent of the \$778,000 will directly benefit low and moderate income persons.

HOUSING

(\$272,300 includes \$99,200 program income)

Single Family Housing Rehabilitation - Sewer Hook-Up Program - Countywide -  
Non-interest loans to lower income homeowners to make needed private property improvements required to connect to the mid-County sanitary sewer system.  
Recommended award: \$110,000.

Critical Repair - Funding single-purpose low interest loans to address critical repair needs of low income home owners in the Urban County area.  
Recommended award: \$54,500.

Rental Accessibility Repair: Funding implementation costs for the Rental Accessibility Repair Program in the Urban County area. Recommended award: \$20,000.

Housing Development - Countywide - Provide funds to acquire or renovate residential facilities for homeless families and special needs populations. Project includes implementation costs associated with development.  
Recommended award: \$72,000.

Housing Rehabilitation Program Implementation - Funding for major rehab costs such as staff, transportation, credit and title reports, and program marketing for the programs listed above and other housing rehabilitation programs such as the Rental Rehab Program, Urban Homesteading Program and the Section 312 Program. Recommended award: \$115,000.

NEIGHBORHOOD REVITALIZATION \$233,400

Fairview Creek Culvert Replacement - Fairview - Replace undersized culvert at private drive with proper size in Fairview Creek. Recommended award: \$70,245.

Matney Street Culvert Replacement - Fairview - Replace undersized culvert at Matney Street and replace unsafe culvert crossing. Recommended award: \$90,258.

Reconstruct SE Harlow Avenue - Troutdale - Reconstruct 250 L.F. of SE Harlow Avenue between 2nd Street and 3rd Street including widening and constructing curbs, gutters, sidewalks, retaining wall and storm drainage facilities.  
Recommended award: \$34,350.

Reconstruct SE Dora Avenue - Troutdale - Reconstruct approximately 580 L.F. of SE Dora Ave. between 5th St. and 8th St. including widening pavement and adding curbs, gutters, sidewalks, retaining wall and storm drainage facilities.  
Recommended award: \$38,547 (\$12,103 from 1989 contingency; project total: \$50,650).

Wood Village City Park Expansion - City of Wood Village - Phase I: acquire approximately 8 acres of property to extend the existing City Park at 244th and Halsey. Recommended award: \$678 - 1989 contingency; \$15,972 - 1990 contingency.

PUBLIC SERVICES \$87,969

Emergency Housing Assistance - American Red Cross - Emergency Assistance to homeless persons. Recommended award: \$10,449.

Voucher Clearing House - American Red Cross - Fund ARC Clearing house to oversee distribution of housing vouchers. Recommended award: \$5,000.

Transitional Housing Program - Human Solutions, Inc. - Case management for homeless families, mortgage counseling and housing habitability counseling. Recommended award: \$23,820; \$11,500 reserved for Willow Tree Inn - Total: \$35,320.

Housing Assistance Project (Legal) - Multnomah County Legal Aid Service - Legal counseling and assistance in the area of landlord/tenant relations to low-income clients. Recommended award: \$11,675.

Fair Housing Assistance - Multnomah County Legal Aid Service - Advice, counseling, individual representation, community education and outreach to ensure equal housing opportunities. Recommended award: \$11,700.

Home Sharing Matching Services - Ecumenical Ministries of Oregon - Match low-income tenants in need of affordable housing with elderly homeowners who wish to share their homes. Recommended award: \$3,825.

Dental Clinic - Neighborhood Health Clinics - Provides free and/or low-cost dental health services to low-income families. Recommended award: \$10,000.

PROGRAM ADMINISTRATION \$184,331

General Program Administration - Countywide - General administration and implementation of the CDBG program; citizen involvement; environmental clearance; staff to Policy Advisory Board; and efforts to affirmatively further fair housing. Budget allocation: \$155,600.

Contingency Fund - Budget allocation: \$28,731.

COMMUNITY DEVELOPMENT BLOCK GRANT  
GRANTEE CERTIFICATIONS

In accordance with the Housing and Community Development Act of 1974, as amended, and with 24 CFR 570.303 of the Community Development Block Grant regulations, the grantee certifies that:

- (a) It possesses legal authority to make a grant submission and to execute a community development and housing program;
- (b) Its governing body has duly adopted or passed as an official act a resolution, motion or similar action authorizing the person identified as the official representative of the grantee to submit the Final Statement and amendments thereto and all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the grantee to act in connection with the submission of the Final Statement and to provide such additional information as may be required;
- (c) Prior to submission of its Final Statement to HUD, the grantee has:
  - 1. Met the citizen participation requirements of §570.301(b);
  - 2. Prepared its Final Statement of community development objectives and projected use of funds in accordance with §570.301(c) and made the Final Statement available to the public;
- (d) It is following a detailed citizen participation plan which:
  - 1. Provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of areas in which funds are proposed to be used, and provides for participation of residents in low and moderate income neighborhoods as defined by the local jurisdiction;
  - 2. Provides citizens with reasonable and timely access to local meetings, information, and records relating to the grantee's proposed use of funds, as required by the regulations of the Secretary, and relating to the actual use of funds under the Act;
  - 3. Provides for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee;



4. Provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped;
  5. Provides for a timely written answer to written complaints and grievances, within 15 working days where practicable; and
  6. Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate;
- (e) The grant will be conducted and administered in compliance with:
1. Title VI of the Civil Rights Act of 1964 (Public Law 88-352, 42 U.S.C. §2000d et seq.); and
  2. The Fair Housing Act (42 U.S.C. 3601-20);
- (f) It will affirmatively further fair housing;
- (g) It has developed its Final Statement of projected use of funds so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight; (the Final Statement of projected use of funds may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available); except that the aggregate use of CDBG funds received under Section 106 of the Act, and if applicable, under Section 108 of the Act, during the 199<sup>3</sup> \_\_\_\_\_ program year(s) (a period specified by the grantee consisting of one, two, or three consecutive years), shall principally benefit persons of low and moderate income in a manner that ensures that not less than 70 percent of such funds are used for activities that benefit such persons during such period;
- (h) It has developed a Community Development Plan (CDP), for the period specified in paragraph (g) above, that identifies community development and housing needs and specifies both short and long-term community development objectives that have been developed in accordance with the primary objective and requirements of the Act;

- (i) It is following a current Comprehensive Housing Affordability Strategy (CHAS) which has been approved by HUD pursuant to §570.306 and Part 91, and that any housing activities to be assisted with CDBG funds will be consistent with the CHAS;
- (j) It will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under Section 106 of the Act or with amounts resulting from a guarantee under Section 108 of the Act by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:
  - 1. Funds received under Section 106 of the Act are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title I of the Act; or
  - 2. For purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary that it lacks sufficient funds received under Section 106 of the Act to comply with the requirements of subparagraph (1) above;
- (k) Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with §570.608;
- (l) It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, as required under §570.606(b) and Federal implementing regulations; and it is following a residential antidisplacement and relocation assistance plan as required under Section 104(d) of the Act and in §570.606(c); and it will comply with the relocation requirements of §570.606(d) governing optional relocation assistance under Section 105(a)(11) of the Act;
- (m) It has adopted and is enforcing:
  - 1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
  - 2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

(n) To the best of its knowledge and belief:

1. No Federally appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph (n) of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly;

(o) It will or will continue to provide a Drug-Free Workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
  - (a) The dangers of drug abuse in the workplace;
  - (b) The grantee's policy of maintaining a Drug-Free Workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and

- (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- 3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
- 4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- 5. Notifying the agency in writing, within 10 calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- 6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
  - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- 7. Making a good faith effort to continue to maintain a Drug-Free Workplace through implementation of paragraphs 1, 2, 3, 4, 5, and 6.

8. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (street address, city, county, state, zip code).

Multnomah County

Department of Social Services

2115 SE Morrison

Portland, Multnomah County

Oregon 97214

Check \_\_\_\_\_ if there are workplaces on file that are not identified here; and

- (p) It will comply with the other provisions of the Act and with other applicable laws.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Title : Acting Chair  
Multnomah County  
Board of Commissioners 9/92

## APPENDIX TO CDBG CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

#### A. Lobbying Certification - Paragraph (n)

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### B. Drug-Free Workplace Certification - Paragraph (o)

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out in paragraph (o).
2. The certification set out in paragraph (o) is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies. (This is the information to which Entitlement grantees certify.)
4. For grantees who are individuals, Alternate II applies. (Not applicable to CDBG Entitlement grantees.)
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's Drug-Free Workplace requirements.

6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).
8. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C.812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are not on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES  
HOUSING AND COMMUNITY SERVICES DIVISION (503) 248-3339  
COMMUNITY DEVELOPMENT PROGRAM OFFICE (503) 248-5000  
2115 S.E. MORRISON  
PORTLAND, OREGON 97214  
FAX: (503) 248-3048

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MINUTES

Multnomah County  
Community Development Block Grant  
and HOME Programs  
Public Hearing  
April 22, 1993, Thursday  
5:30 p.m. - 8:30 p.m.  
D.E.S. Building (2115 S.E. Morrison)

Those Present: Gerald Anderson (Wood Village), James Galloway (Troutdale),  
Marilyn Holstrom (Fairview), Dr. Gary Nakao, DSS Multnomah County.

Staff Present: Cecile Pitts, Karen Whittle, Linda Cohn.

### 1. Introductions.

Cecile Pitts opened the meeting and called for nominations for Chair;  
Gerald Anderson nominated Marilyn Holstrom; James Galloway seconded the  
nomination. There was no discussion. Marilyn Holstrom was unanimously  
elected Chair.

The members of the Board introduced themselves. Ms. Pitts gave an  
overview of the process by which the proposed list of projects is funded  
from staff review to the PAB to the Board of Commissioners to HUD. The  
Board of Commissioners hearing is scheduled for Thursday, May 20, 1993;  
the time will be set by the Board Clerk.

### 2. Review the Minutes from the March 19, 1993 PAB Meeting

James Galloway moved; Gerald Anderson seconded that the March 19, 1993  
minutes of the PAB meeting be adopted as presented. All were in favor.

Ms. Holstrom said that there were several speakers who wished to give  
testimony on the Public Services section who needed to leave early and if  
there were no objections, the Public Services testimony would be given  
first. There were no objections.



3. Public Services Testimony and Recommendation

Pam Rutherford, Neighborhood Health Clinics, testified first on behalf of the Dental Clinic's request for \$10,000. She stated that the money is used for medicines and supplies that all the staff (except herself) are volunteers including dentists, hygienists and the receptionist. There are two clinics, one at 127th and Division which serves a mostly Spanish population and one at 34th and Powell. The clinics turn away 20-30 people a day. There was no controversy about this proposal.

Jill Bills, Housing Director, Human Solutions, Inc. testified on behalf HSI's request for \$23,820 for the Transitional Housing Program. HSI works on behalf of homeless and at-risk-of-being homeless families. They support Willow Tree Inn and Townhouse Terrace. They serve 500 families total and have 4 bilingual-bicultural staff. There was no controversy about this proposal.

Terry Rogers, Legal Aid, spoke regarding the Housing Assistance Project and the Fair Housing Assistance Project. The Gresham and Multnomah County CDBG awards to Legal Aid support half a paralegal, telephone access, outreach. Legal Aid provides attorneys, power of litigation, backup, materials, interpretation, translation of materials and litigation. The criteria for clients are that they are low income and live in Multnomah County. Legal Aid responds to all requests for assistance either by advice or representation. There was no controversy about this proposal.

Franklin Hensley, Executive Director of Catholic Community Services - Gresham spoke for Hispanic Case Management. Their request for \$14,545 from Multnomah County was not ranked as highly as it might have been because staff believes their work overlaps that of HSI's. Mr. Hensley disputes this. The entire staff of CCS is bilingual and bicultural; they serve 40+ clients a day. All appointments to the Dental Clinic are made through their office. They provide translation, legal liaisons, mental health and alcohol and drug services. CCS also applied for \$14,545 from Gresham and \$10,300 has been promised from Gresham. This leaves them with 1/2 salary short-fall for their caseworker. Mr. Hensley asked reconsideration of the PAB's decision as a reinvestment in the Hispanic community.

James Galloway asked what percentage of clients was from Gresham and what percent from Multnomah County. The CCS representatives said 50% was from each jurisdiction.

Gerry Anderson said that there was overlapping with HSI and that HSI had been funded in the past. Marilyn Holstrom said there was not enough money to grant all funding requests; did the group want to take money away from

some other activity? Mr. Galloway, Mr. Anderson, and Dr. Nakao said they wanted to hear from the other project sponsors, before considering that alternative.

Sam A. Mowry spoke next on behalf of Shared Housing's request for \$3,825. Shared Housing aids elderly, frail elderly, and low income people to stay in their homes by providing a matching service for shared housing. This keeps both parties off welfare rolls by providing affordable housing. Shared Housing serves a 5 county area; they get 200 calls/month and aid 45 tenants/month. They have an intensive screening and monitoring process, including in-home visits. There was no controversy about this proposal.

Ms. Holstrom reopened the floor to discussion. Ms. Pitts said there was a contingency fund that could be used for CCS without exceeding the cap imposed by the Federal government on the use of funds for public services. She also said the Community Action Program of Multnomah County would be the more appropriate source of funding for CCS. She suggested a motion could be put on the table to make a contingency draw in some amount conditioned on CAP not being able to fund this program. Ms. Holstrom reminded everyone that the contingency funds were there to support the entire program from unanticipated expenses.

The decision to fund CCS was postponed until all other proposals were heard. The discussion went on to Neighborhood Revitalization and Housing. After the Housing category was finished, the discussion concerning CCS continued as follows.

Dr. Nakao asked what the history for the use of contingency funds had been for the last two years. Ms. Pitts said that it was fairly stringent; the County has always kept 2-3 years available. \$17,000-\$18,000 of contingency funds were used last year. Currently \$40,000 is available in 1993 contingency funds. Dr. Nakao asked if this was enough to fund CCS's proposal and Ms. Pitts replied that it was.

Mr. Hensley said they sought \$23,000 total funding. The Gresham CDBG Advisory Committee is recommending the City fund the proposal at \$10,300. Ms. Holstrom moved to fund CCS at \$11,500 (to challenge Gresham to match that amount) out of contingency funds only if CAP or another funding source cannot be found to fund this project. Mr. Galloway seconded. All were in favor.

#### 4. Neighborhood Revitalization Testimony and Recommendation

Karen Whittle described this category. Neighborhood Revitalization projects are used to repair unsafe, unsanitary, or undesirable conditions such as sewer repair, street overlays. She reviewed the projects. The first four were recommended for full funding; the Wood Village Park was recommended for partial funding.

Charles Morrow, Burlington Water District was the first to testify. The District's request was for \$74,190 for a waterline replacement, but was disqualified because it was late. He asked for an exemption to the lateness rule because his regular job as Snow and Ice Coordinator for the City of Portland required him to work seven days a week in order to keep the roads clear. He is a volunteer for the Burlington Water District; there are no paid positions for preparation of grant applications during work time. Mr. Morrow made the mistake of assuming the deadline for grant applications would be the same as it was last year. Mr. Morrow asked that his application be ranked along with everyone else's and that the people of his district not be made to suffer because of his lateness. He said that water is, perhaps, more important than culvert or street repairs and the low water pressure could be a health and safety threat in terms of cross connections or fighting fires. He said the Burlington Water District is almost the same size as Gresham. The people in Burlington support 500 feet of pipe per person and the ratio of population served is 1:1100.

Ms. Holstrom said she was impressed. The 1992 Burlington application had been strong and she expected future proposals to be competitive. Ms. Holstrom said she was concerned with the precedent of ignoring the due deadline. She equated the application deadline with the deadline of construction bids which she strictly adheres to. Mr. Anderson concurred. He said that the PAB had not looked at Burlington's proposal because it was not eligible because of lateness. Mr. Galloway asked if the proposal had been ranked. Ms. Whittle said that it was initially scored, but that the draft rankings were not distributed. The proposal was received March 9th which was very late. Ms. Whittle had told Mr. Morrow he would have to decide whether or not to submit the application, even though late, because she could not predict what the outcome of the PAB's position would be. Ms. Pitts said we were considering economic stimulus money at that point. Dr. Nakao concurred with the strict enforcement of the deadline.

Mr. Morrow requested that the deadline be printed on the workshop notices in the future. Ms. Whittle agreed to do this. Ms. Holstrom closed the Neighborhood Revitalization category.

5. Housing Development Testimony and Recommendation

Ms. Pitts explained that Mt. Hood Mental Health will not be able to proceed with their 1992 HOME project. The staff recommends shifting the Mt. Hood money to St. Aidan's providing St. Aidan's will meet the following four conditions:

- 1) St. Aidan's will abide by federal procurement rules for design/build and architect services. These rules include formal competitive bidding.

- 2) The project will clarify the rental rates to be charged for the housing to show compliance with federal affordability guidelines.
- 3) The project will demonstrate that the total HOME subsidy per unit is in compliance with the federal regulations pertaining to bedroom size.
- 4) The project will guarantee that a minimum of 16 units are to be affordable to, and occupied by low income households.

Father Richard Welch, Rector of St. Aidan's and Dan Steffey, Consultant, on the project testified. There are few centers in the U.S. focused on Alzheimer's. There are 40,000-50,000 people in this area who suffer from Alzheimer's. St. Aidan's will have 40 units and 45 residents (5 will be caregivers). They have secured funds for construction and for operating expenses. This is a one time request. It will be non-denominational. They will be able to meet Ms. Pitts' concerns.

Ms. Pitts explained that HOME Block Grant funds were required to be used in the production of affordable housing units and could not be shifted to Catholic Community Services for their program.

Gerald Anderson moved to accept the recommendation of staff: to fund St. Aidan's with \$150,000 provided St. Aidan's meets the four above mentioned conditions. James Galloway seconded the motion. The motion was unanimously passed.

The discussion then went back to Public Services to resolve the issue of funding CCS.

6. Final Comments

There were no final comments.

7. Next Steps

Ms. Pitts reminded everyone that the Board of County Commissioners was meeting May 20, 1993, with time to be set by the Board Clerk.

8. Adjournment

The meeting was adjourned at 8:25 pm.

#2

Meeting Date: MAY 20 1993

Agenda No: R-13

(Above space for Clerk's Office Use)

**AGENDA PLACEMENT FORM**  
**(For Non-Budgetary Items)**

Subject: 1993 HOME Block Grant Work Plan Resolution

Board Briefing: May 18, 1993 Regular Meeting: May 20, 1993  
Date Date

DEPARTMENT: Social Services DIVISION: Housing & Community Svcs

CONTACT: Cecile Pitts TELEPHONE: 248-5000

PERSON(S) MAKING PRESENTATION: Cecile Pitts

**ACTION REQUESTED:**

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL

ESTIMATED TIME NEEDED ON AGENDA: 10 minutes

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

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

The Housing and Community Development Program proposes to use 1993 HOME Block Grant funds and carry over 1992 funds from the U.S. Department of Housing and Urban Development. It is requested that the Board of County Commissioners approve the concept of the work plan including the 1992 carryover funds.

5/20/93 copy to Cecile Pitts

**SIGNATURES:**

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

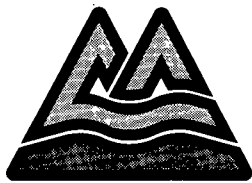
OR

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

(All accompanying documents must have required signatures)

kw\agendpl.for

1993 MAY 19 PM 1:45  
MULTICOUNTY  
CLERK'S OFFICE



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES  
HOUSING AND COMMUNITY SERVICES DIVISION (503) 248-3339  
COMMUNITY ACTION PROGRAM OFFICE (503) 248-5464  
421 S.W. FIFTH, SECOND FLOOR  
PORTLAND, OREGON 97204-2221  
FAX # (503) 248-3332

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: H.C. Miggins, Acting County Chair

VIA: Gary Nakagawa, Director  
Department of Social Services

FROM: Norm Monroe, Director  
Housing and Community Services Division

DATE: May 4, 1993

SUBJECT: 1993 Housing Development Work Plan

Recommendation: The Housing and Community Services Division, Community Development Program and the Block Grant Policy Advisory Board recommend Board of County Commissioner approval of the concept of the HOME 1993 work plan, including the 1992 carry-over funds, following public hearing and review of the recommendation.

Analysis: The Housing and Community Services Division, Community Development Program has reserved time on the May 20, 1993 agenda to review and take action on the recommended funding allocation proposal for the 1993 HOME Block Grant work plan. Attached is the 1993 work plan as outlined for the Urban County Policy Advisory Board.

The work plan recommends allocation of \$404,000 HOME funds, based on receipt of pre-applications received from the community and needs articulated in the Comprehensive Housing Affordability Strategy (CHAS). The projects are outlined in the attached memo.

Background: Minutes from the April 22, 1993 Policy Advisory Board hearing on the Block Grant recommendation have been distributed to the Board as part of the agenda item on the Community Development Block Grant recommendations for program year 1993.

The Housing and Community Development Commission will discuss the recommendations on May 7, 1993. Any comments will be forwarded to the Board members under separate cover.

cdbgz2

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Approval of the Concept )  
of the HOME Plan, Including the) RESOLUTION  
1992 Carry-over )

WHEREAS, the Housing and Community Development Program proposes to use 1993 HOME Block Grant funds and carry-over funds from the U.S. Department of Housing and Urban Development; and

WHEREAS the 1993 HOME Block Grant Work Plan is based on the receipt of preapplications received from the community and the needs articulated in the Multnomah County Comprehensive Housing Affordability Strategy (CHAS); and

WHEREAS the Block Grant Policy Advisory Board, and Housing and Community Services Division, Community Development Program, recommend approval of the funding allocation proposal for the 1993 HOME Block Grant Work Plan as outlined for the Urban County Policy Advisory Board;

NOW, THEREFORE, it is RESOLVED that the concept of the HOME 1993 Work Plan, including the 1992 carry-over funds, is approved.

APPROVED this \_\_\_\_\_ day of May, 1993.

MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Hank Miggins, Acting Chair

REVIEWED:  
LAURENCE KRESSEL, COUNTY COUNSEL  
for MULTNOMAH COUNTY, OREGON

BY \_\_\_\_\_  
*[Signature]*

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Approval of the	)	R E S O L U T I O N
Concept of the 1993 HOME Block	)	93- 189
Grant Work Plan, Including the	)	
1992 Carry Over Funds	)	

WHEREAS, the Multnomah County Housing and Community Development Program proposes to use 1993 HOME Block Grant funds and carry over funds from the U.S. Department of Housing and Urban Development; and

WHEREAS, the 1993 HOME Block Grant Work Plan is based on the receipt of pre-applications received from the community and the needs articulated in the Multnomah County Comprehensive Housing Affordability Strategy (CHAS); and

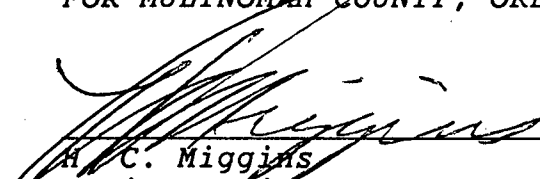
WHEREAS, the Block Grant Policy Advisory Board and Multnomah County Housing and Community Services Division, Community Development Program, recommend approval of the funding allocation proposal for the 1993 HOME Block Grant Work Plan as outlined for the Urban County Policy Advisory Board for the Block Grant, attached hereto as "Exhibit A"; now therefore

IT IS HEREBY RESOLVED that the Multnomah County Board of Commissioners approves the concept of the 1993 HOME Block Grant Work Plan, including the 1992 carry over funds.

DATED this 20th day of May, 1993.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
H. C. Miggins  
Acting Chair

REVIEWED:

LAURENCE KRESSEL  
MULTNOMAH COUNTY COUNSEL

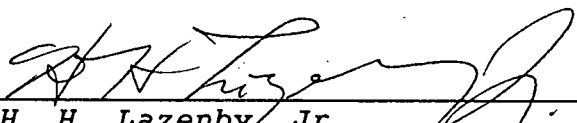
By   
H. H. Lazenby, Jr.





EXHIBIT A

# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES  
HOUSING AND COMMUNITY SERVICES DIVISION (503) 248-3339  
COMMUNITY DEVELOPMENT PROGRAM OFFICE (503) 248-5000  
2115 S.E. MORRISON  
PORTLAND, OREGON 97214  
FAX: (503) 248-3048

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

TO: Policy Advisory Board for the Block Grant  
FROM: Cecile Pitts, Community Development Director  
RE: 1993 Home Block Grant Work Plan  
DATE: April 26, 1993

The 1993 HOME Block Grant work plan is based on the receipt of preapplications received from the community and the needs articulated in the Multnomah County Comprehensive Housing Affordability Strategy (CHAS). As in prior years, the Policy Advisory Board recommendations is to "explore further" selected projects rather than a wholesale endorsement. The vagaries of the new Home Investments Partnerships Program indicate that some of the housing preapplications may not materialize as proposed.

The staff recommendation for distribution of available HOME funds are as follows:

**1993 Home Investment Partnerships**  
Project Summary Sheets to be distributed.

** Renter Assistance through HAP	\$ 19,000
** HAP cost of managing Renter Assistance	5,400
** HOME Administration	20,000
** To explore further affordable rental project from 1992 year	209,600

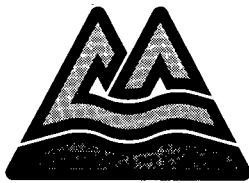
**1992 Home Investment Partnerships**  
Carry over funding.

** To explore further special needs housing development of the St Aidan's Place project.	150,000
---	---------

**TOTAL 1993 AND 1992 CARRY OVER = \$404,000**

Agenda No:                     R-14                    

1000



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES  
HOUSING AND COMMUNITY SERVICES DIVISION (503) 248-3339  
COMMUNITY ACTION PROGRAM OFFICE (503) 248-5464  
421 S.W. FIFTH, SECOND FLOOR  
PORTLAND, OREGON 97204-2221  
FAX # (503) 248-3332

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: H.C. Miggins, Acting County Chair

VIA: Gary Nakao, Director  
Department of Social Services

FROM: Norm Monroe, Director  
Housing and Community Services Division

DATE: May 4, 1993

SUBJECT: Reauthorization of the 1990-93 Housing and Community Development Plan Through 1994

Recommendation: The Housing and Community Services Division, Community Development Program and the Block Grant Policy Advisory Board recommend Board of County Commissioner reauthorization of the current 1990-93 Housing and Community Development Plan through the 1994 decision process to correspond with the federal Community Development Plan requirements.

Analysis: Time has been reserved on the May 20, 1993 agenda to review and take action on the request for reauthorization of the 1990-93 Housing and Community Development Plan through 1994.

The Multnomah County Community Development Block Grant program has operated under the guide of an active Housing and Community Development (HCD) Plan since its inception in 1983. The HCD Plan is a product of the Policy Advisory Board for the Block Grant, as recommended to the County Board of Commissioners for final action. The current plan was adopted by the Board in 1990 to be effective through the 1993 decision process. The Plan establishes policy, goals, and funding procedures for the federal CDBG program administered by the County.

The 1990 National Affordable Housing Act as amended in 1992 has established new guidelines for the development of local Community Development Plans. The Policy Advisory Board request for reauthorization is to permit the local HCD Plan update process to be conducted in compliance with the revised federal requirements. The revisions are anticipated by the 1994 program year.

As part of this discussion, the Policy Advisory Board concluded that the existing Plan provides an adequate guide to the 1994 program.

The current plan is on file with the Clerk of the Board.

cdbgz3

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Reauthorization of the )  
1990-1993 Housing and Community Development ) RESOLUTION  
Plan Through Fiscal Year 1993-1994 ) 93-190

WHEREAS the 1990-1993 Housing and Community Development Plan establishes policy, goals, and funding guidance for the community development program; and

WHEREAS the one year extension of the Plan through 1994 allows the community development program time to update the Plan to comply with the newly revised federal requirements concerning the Housing and Community Development Plan; and

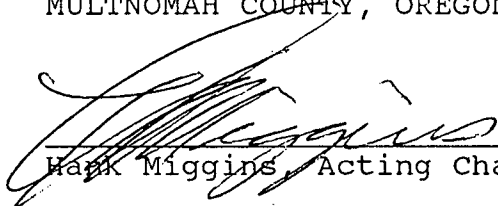
WHEREAS the Block Grant Policy Advisory Board has reviewed the Plan and concluded that it provides adequate and appropriate guidance for community development activities for this upcoming year; and

WHEREAS the Housing and Community Services Division, Community Development Program, in coordination with the Block Grant Policy Advisory Board, recommends reauthorization of the current Plan through 1993-1994;

NOW THEREFORE, IT IS RESOLVED, that the 1990-1993 Housing and Community Development Plan is Reauthorized through fiscal year 1993-1994.

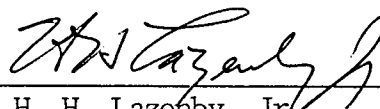
APPROVED this 20th day of May, 1993.

MULTNOMAH COUNTY, OREGON

  
Hank Miggins, Acting Chair



REVIEWED:  
LAURENCE KRESSEL, COUNTY COUNSEL  
for MULTNOMAH COUNTY, OREGON

By   
H. H. Lazenby, Jr.

#4

Meeting Date: MAY 20 1993

Agenda No: R-15

(Above space for Clerk's Office Use)

**AGENDA PLACEMENT FORM**  
**(For Non-Budgetary Items)**

Subject: RESOLUTION  
Residential Anti-Displacement and Relocation  
Assistance Plan

Board Briefing: May 18, 1993 Regular Meeting: May 20, 1993  
Date Date

DEPARTMENT: Social Services DIVISION: Housing & Community Svcs

CONTACT: Cecile Pitts TELEPHONE: 248-5000

PERSON(S) MAKING PRESENTATION: Cecile Pitts

**ACTION REQUESTED:**

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL

ESTIMATED TIME NEEDED ON AGENDA: 1 minute

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

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

The Housing and Community Development Program annually receives grant funds from the Dept. of Housing and Urban Development. A requirement of fund receipt is the adoption of an approved Residential Anti-Displacement and Relocation Assistance Plan. It is requested that the Board adopt this plan.

5/20/93 copy to Cecile Pitts

**SIGNATURES:**

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

OR

DEPARTMENT MANAGER: [Signature]

(All accompanying documents must have required signatures)

kw\agendpl.for

1993 MAY 10 PM 4:45  
CLERK OF  
MULTI-COUNTY  
JUDICIAL DISTRICT  
OREGON



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES  
HOUSING AND COMMUNITY SERVICES DIVISION (503) 248-3339  
COMMUNITY ACTION PROGRAM OFFICE (503) 248-5464  
421 S.W. FIFTH, SECOND FLOOR  
PORTLAND, OREGON 97204-2221  
FAX # (503) 248-3332

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: H.C. Miggins, Acting County Chair

VIA: Gary Nakao, Director  
Department of Social Services *[Signature]*

FROM: Norm Monroe, Director  
Housing and Community Services Division *[Signature]*

DATE: May 4, 1993

SUBJECT: Residential Anti-Displacement and Relocation Assistance Plan

Recommendation: The Housing and Community Services Division recommends Board of County Commissioner approval of the attached Residential Anti-Displacement and Relocation Assistance Plan.

Analysis: The Housing and Community Services Division, Community Development Program is required to adopt a Residential Anti-displacement and Relocation Assistance Plan as a condition of receiving grant funds from the U.S. Department of Housing and Urban Development. The plan implements components from the Housing and Community Development Act of 1974, as amended.

The January 1993 version, attached, amends the July 1992 version by adding definitions and expanding procedures for providing replacement housing and/or relocation assistance for persons displaced by the Community Development Program's demolition or conversion of a low/moderate income dwelling to another use in the course of activities carried out under the Community Development Block Grant program.

cdbgz1

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Approval of the )  
Multnomah County Residential ) RESOLUTION  
Anti-Displacement and Relocation ) 93-191  
Assistance Plan )

WHEREAS the Housing and Community Services Division, Community Development Program is required to adopt a Residential Anti-Displacement and Relocation Assistance Plan as a condition of receiving grant funds from the U.S. Department of Housing and Urban Development; and

WHEREAS, the Plan implements components from the Housing and Community Development Act of 1974, as amended; and

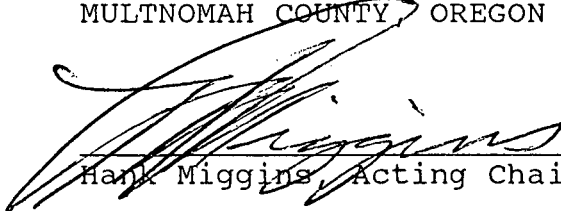
WHEREAS, the January 1993 version amends the July 1992 version by adding definitions and expanding procedures for providing replacement housing and/or relocation assistance for persons displaced by the Community Development Program's demolition or conversion of a low/moderate income dwelling to another use in the course of activities carried out under the Community Development Block Grant program;

NOW, THEREFORE IT IS RESOLVED that the Multnomah County Residential Anti-Displacement and Relocation Assistance Plan is approved.

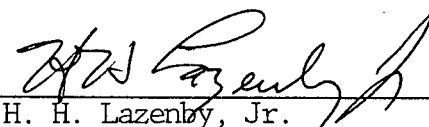
APPROVED this 20th day of May, 1993.



MULTNOMAH COUNTY, OREGON

  
Hank Higgins, Acting Chair

REVIEWED  
LAURENCE KRESSEL, COUNTY COUNSEL  
for MULTNOMAH COUNTY, OREGON

By   
H. H. Lazenby, Jr.

January 1993

RESIDENTIAL ANTIDISPLACEMENT AND  
RELOCATION ASSISTANCE PLAN  
Multnomah County, Oregon

Multnomah County will follow the Residential Antidisplacement and Relocation Assistance Plan per Section 104(d) of the Housing and Community Development Act of 1974, as amended, by implementing as is required the following components:

Definitions.

- ° A "low/moderate-income dwelling unit" is defined as a unit with a market rental, including utility costs, that does not exceed the applicable FMR for existing housing and moderate rehabilitation, as established under the Section 8 Existing Housing Program. Thus, if assisted rehabilitation raises the rent of such a low/moderate-income unit to a rent above the FMR, the unit must be replaced.
- ° A "displaced person" is a lower-income person who is required to move permanently and involuntarily as a direct result of an assisted activity. The term includes a residential tenant who moves from the real property if the tenant has not been provided a reasonable opportunity to lease and occupy a suitable, decent, safe and sanitary dwelling in the same building or in a nearby building on the real property following completion of the assisted activity at a monthly rent/utility cost that does not exceed the greater of:
  - 30 percent of the tenant household's average monthly gross income, or



Residential Antidisplacement and  
Relocation Assistance Plan  
Page 2

- The tenant's monthly rent and average cost for utilities before the owner requested the financial assistance.

A residential tenant who is required to move to another unit in the property or is required to relocate temporarily, but is not reimbursed for his/her reasonable out-of-pocket expenses, would also be considered a "displaced person" if he/she moves from the real property permanently.

- ° Conversion is defined as occurring when a unit is rehabilitated and after rehabilitation the market rent exceeds the fair market rate for the area or the unit is converted to a non-housing use.
- ° A "low/moderate-income dwelling unit" is defined as a unit with a market rental, including utility costs, that does not exceed the applicable FMR for existing housing and moderate rehabilitation, as established under the Section 8 Existing Housing Program. Thus, if assisted rehabilitation raises the rent of such a low/moderate-income unit to a rent above the FMR, the unit must be replaced.

1. One-For-One Replacement Unit Requirement. The Plan includes the following components:

- (A) All occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of

activities assisted under the CDBG program will be replaced with low/moderate-income dwelling units. Substandard but economically repairable units that have been demolished or converted will be replaced under this provision, but more seriously deteriorated units may not be replaced, as determined by the County.

(B) Replacement low/moderate-income dwelling units will be provided within three years of the commencement of the demolition or the rehabilitation related to the conversion, and will be:

- Located within unincorporated Multnomah County to the extent feasible or within neighborhoods having the same characteristics as that in which the demolished or rehabilitated unit(s) were located.
- Sufficient in number and size to house at least the number of occupants that could have been housed in the units demolished or converted, as determined in accordance with applicable housing occupancy codes.
- Provided in standard condition. (A substandard unit raised to standard condition will count.)
- Designed to remain low/moderate-income dwelling units for at least 10 years from the date of initial occupancy of the units. (Replacement dwelling units may include public housing and existing housing receiving Section 8 project-based assistance.)

Residential Antidisplacement and  
Relocation Assistance Plan  
Page 4

(C) Before obligating or expending funds for an assisted activity that will directly result in the demolition or the conversion of low/moderate-income dwelling units to another use, Multnomah County will make public and submit to the HUD Field Office information that identifies:

- The activity.
- The location on a map and approximate number of units by size (number of bedrooms) to be demolished or converted.
- Time schedule for demolition/conversion.
- General location on a map and approximate number of replacement units by size (number of bedrooms).
- Source of funding and time schedule for replacement units.
- The basis for concluding that each replacement unit will remain a low/moderate-income dwelling unit for 10 years.

(D) The required certification and Plan will be submitted to the HUD Field Office even if the grant will not result in demolition or in the conversion of a low/moderate-income unit to a use other than low/moderate-income housing.

Residential Antidisplacement and  
Relocation Assistance Plan  
Page 5

- (E) Exception. The one-for-one replacement unit requirement will not apply if the HUD Field Office finds there is an adequate supply of available, vacant low/moderate-income dwelling units in standard condition in the unincorporated Multnomah County.

2. Relocation Assistance. Multnomah County will provide relocation assistance to each low/moderate-income household displaced by the demolition of any housing unit or by the conversion of a low/moderate-income dwelling to another use, occurring as a direct result of assisted activities. Persons will be provided:

- (A) A choice between (i) actual reasonable moving expenses as described in §42.301 or (ii) a fixed expense and dislocation allowance as described in §42.302.
- (B) Advisory services as described in 24 CFR Part 42, Subpart C.
- (C) Reimbursement for reasonable and necessary security deposit and credit checks.
- (D) Replacement housing assistance.

- ° A person choosing to rent will be offered either (i) a Section 8 housing voucher/certificate (through the Housing Authority of Portland) and referrals to comparable replacement dwelling units where the owner agrees to participate in the Section 8 Program or (ii) cash rental assistance to reduce the rent and utility costs to 30% of his/her income (adjusted, as

Residential Antidisplacement and  
Relocation Assistance Plan  
Page 6

determined by grantee/recipient) for a 5-year period and appropriate referrals to comparable replacement dwelling units.

- ° A person buying an interest in and occupying a unit in a housing cooperative or mutual housing association by elect to receive a lump sum payment equal to the present value of the rental assistance installments. To compute the present value, the rental assistance installments shall be discounted at the passbook savings rate.

NOTE: A person may elect Uniform Relocation Act assistance in lieu of the relocation assistance described in this paragraph 1.

3. Appeals. A person may appeal Multnomah County's determination on his/her eligibility for, or the amount of, the relocation assistance per the interim rule at §§570.496(f) and 570.606(f). If dissatisfied with the County's determination on the appeal, a low/moderate-income person may seek review by the HUD Field Office/State or any individual may seek recourse per 29CFR24.10 which outlines legal recourse.
4. Records. Multnomah County will maintain records in sufficient detail to demonstrate compliance with the rule for at least three years after the later of: a) the date the person has received all of the assistance to which the person is entitled, or b) the date the project is completed. The records shall include the following:

Residential Antidisplacement and  
Relocation Assistance Plan  
Page 7

(A) Comprehensive Project Occupancy Lists. For each project, there shall be a control list or lists identifying the name and address of:

- (1) All persons occupying the real property on: (a) the date of the submission of the application for assistance by the property owner to the County or by the County to HUD, as the case may be, if the applicant has site control; or (b) whenever site control is obtained after submission of the application, the date of site control or HUD approval of the site, whichever is later.
- (2) All persons moving into the property on or after the date specified in subparagraph (1) above but before completion of the project; and
- (3) All persons occupying the property immediately following completion of the project.

NOTE: The documentation on persons included in categories (1) and (2) but not in category (3) must demonstrate that they either received appropriate relocation assistance as "displaced persons" (see subparagraph c below), or they elected to move permanently for their own reasons but do not qualify as displaced persons (see subparagraph (b) below).

(B) Persons Not Displaced. Documentation on persons not displaced shall include:

Residential Antidisplacement and  
Relocation Assistance Plan  
Page 8

- (1) Evidence that the person received timely written notice that he/she would not be displaced by the project.
  - (2) Evidence that tenants occupying a dwelling received a timely offer of (a) a reasonable opportunity to lease and occupy a suitable, affordable, decent, safe and sanitary dwelling on the real property and (b) reimbursement of any out-of-pocket expenses incurred in connection with any temporary relocation or a move to another unit on the real property.
  - (3) For each occupant that is not displaced but elects to move permanently from the real property, indicate the reason for the move and any personal contact to explain that the person will not qualify for relocation payments as a "displaced person."
- (C) Displaced Persons. For persons displaced, there shall be separate case files that include:
- (1) Identification of the person's name, address, racial/ethnic group classification and date of initial occupancy. For residential tenant-occupants, include age, sex, and income of all members of the household and monthly rent and utility costs. For homeowners, include Agency "acquisition cost" of unit. For nonresidential occupants, include type of enterprise.

Residential Antidisplacement and  
Relocation Assistance Plan  
Page 9

- (2) Evidence that person received timely written notice of possible displacement and a general description of the relocation payments and advisory services for which he/she may be eligible, basic eligibility conditions and the procedures for obtaining payments.
- (3) Evidence that person received timely written notice of eligibility for relocation assistance and, for those displaced from a dwelling, the specific comparable replacement dwelling and the related cost to be used to establish the upper limit of the replacement housing payment.
- (4) Identification of relocation needs and preferences, dates of personal contacts and services provided.
- (5) Identification of referrals to replacement properties, date of referral, rent/utility costs or sale price (if dwelling), date of availability, reason(s) person declined referral.
- (6) Copy of 90-day notice and vacate notice, if issued.
- (7) Identification of actual replacement property, rent/utility costs or sale price (if dwelling) and date of relocation.
- (8) Copy of replacement dwelling inspection report showing condition of unit and date of inspection.



Residential Antidisplacement and  
Relocation Assistance Plan  
Page 10

- (9) Copy of each approved claim form and related documentation, evidence that person received payment and, if applicable, Section 8 Certificate or Housing Voucher.
- (10) Copy of any appeal or complaint filed and grantee response.

Addendum  
July 1992

Multnomah County

Residential Anti-displacement and Relocation  
Assistance Plan under Section 104(d) of the  
Housing and Community Development Act of  
1974, as amended.

Multnomah County will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate-income housing in connection with an activity assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 570.606(c)(1).

All replacement housing will be provided within three years after the commencement of the demolition or conversion. Before entering into a contract committing Multnomah County to provide funds for an activity that will directly result in demolition or conversion, the County will make public via a public hearing notice in THE OREGONIAN and submit to HUD the following information in writing:

1. A description of the proposed assisted activity;
2. The location on a map and number of dwelling units by the number of bedrooms that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activities;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The location on a map and the number of dwelling units by the number of bedrooms that will be provided as replacement dwelling units. If such data are not available at the time of the general submission, the County will identify the general location on an area map and the approximate number of dwelling units by size and provide information identifying the specific location and number of dwelling units by size as soon as it is available;
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy;

7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units) is consistent with the housing needs of lower-income households in the jurisdiction and the Comprehensive Housing Affordability Strategy. Any request for a waiver must be approved by HUD prior to issuance of a contract.

Multnomah County (248-5000) is responsible for tracking the replacement of housing and ensuring that it is provided within the required period.

Multnomah County (248-5000) is responsible for ensuring requirements are met for notification and provision of relocation assistance, as described in 570.606(c)(2), to any lower-income person displaced by the demolition of any dwelling unit or the conversion of a low/moderate-income dwelling unit to another use in connection with an assisted activity.

Consistent with the goals and objectives of activities assisted under the Act, Multnomah County is taking the following steps to minimize displacement of persons from their homes and will:

1. Plan projects to minimize and/or prevent the adverse impacts of displacement.
2. Encourage projects which do not cause displacement by establishing ranking criteria which lower overall scores on ranking of housing applications.
3. Stage rehabilitation of apartment units to allow tenants to remain during and after rehabilitation by working with empty units or buildings first.
4. Identify and/or establish facilities to house persons who must be relocated temporarily during rehabilitation.
5. Provide advisory services which will include such measures, facilities and services necessary to determine relocation needs, preferences, or other assistance for which the person may be eligible.

**BUDGET MODIFICATION NO.** DES #30(For Clerk's Use) Meeting Date MAY 20 1993Agenda No. B-16**1. REQUEST FOR PLACEMENT ON THE AGENDA FOR** \_\_\_\_\_

(Date)

DEPARTMENT Environmental ServicesDIVISION Assessment & TaxationCONTACT Janice DruianTELEPHONE 248-3345\*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Betsy Williams**SUGGESTED****AGENDA TITLE** (to assist in preparing a description for the printed agenda)REQUEST TO FILL ONE PROPERTY APPRAISER/RESIDENTIAL POSITION IN THE  
DIVISION OF ASSESSMENT AND TAXATION  
(APPRAISAL/RESIDENTIAL PROGRAM)

(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**

In accordance with Board Orders #93-5 and #93-20, this Bud Mod request is submitted for consideration to fill (1) Property Appraiser/Residential position in A&amp;T's Appraisal program from May 1 through June 30, 1993.

This position will become available as the Property Appraiser retires on April 30, 1993.

If approved, the appropriate dollars would be returned to the County General Fund Contingency.

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1993 MAY 12 PM 12:58**3. REVENUE IMPACT** (Explain revenues being changed and the reason for the change)

Reduces cash transfer to Assessment &amp; Taxation fund.

**4. CONTINGENCY STATUS** (to be completed by Finance/Budget)Contingency before this modification (as of \_\_\_\_\_) \$ \_\_\_\_\_  
(Specify Fund) (Date)

After this modification

\$ \_\_\_\_\_

Originated By

Date

Department Manager

Date

Budget Analyst

Date

Personnel Analyst

Date

Board Approval

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
		175	030	7610			5100			(5,457)		Permanent
		175	030	7610			5500			(1,480)		Direct Fringe
		175	030	7610			5550			( 827)		Indirect Fringe
		100	045	9120			7700			7,764		Contingency Fund
		100	030	7060			7635			(7,764)		Cash Transfer from A&T Fund
		400	050	7531			6580			( 827)		Insurance
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
		175	030	7060			7601			(7,764)		Cash Transfer from GF
		400	050	7040			6609			( 827)		A&T Serv. Reimb Fund
TOTAL REVENUE CHANGE												TOTAL REVENUE CHANGE

**PERSONNEL DETAIL FOR BUD MOD NO. \_\_\_\_\_**

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of the fiscal year.)

		A n n u a l i z e d			
FTE Increase (Decrease)	POSITION TITLE	BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	TOTAL Increase (Decrease)
(1.0)	Property Appraiser/Residential	(32,740)	(8,879)	(4,962)	(46,581)
	<b>TOTAL CHANGE (ANNUALIZED)</b>	(32,740)	(8,879)	(4,962)	(46,581)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	C u r r e n t F Y			
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	TOTAL Increase (Decrease) Ins.	
	<p>Salary savings from Property Appraiser/Residential retiring on 4/30/93, in A&amp;T's Appraisal/Residential program.</p> <p>Current FY 92-93 requests two months to fill position from 5/93 thru 6/93.</p>	( 5,457)	(1,480)	( 827)	( 7,764)



# MULTNOMAH COUNTY OREGON

GLADYS MCCOY  
COUNTY CHAIR

EMPLOYEE SERVICES  
FINANCE  
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RISK MANAGEMENT

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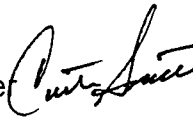
PURCHASING, CONTRACTS  
& CENTRAL STORES

(503) 248-5111

2505 S.E. 11TH, 1ST FLOOR  
PORTLAND, OREGON 97202

## MEMORANDUM

TO: Hank Miggins, Acting Chair

FROM: Curtis Smith, Employee Services Manager 

DATE: May 12, 1993

SUBJECT: Vacant Position Committee Recommendations to BCC

On May 11, the Vacant Position Committee recommended to the Board of County Commissioners that the following positions be approved:

One Residential Property Appraiser  
One Word Processing Operator  
One Data Technician

The budget modifications for these positions are attached.

Please note that if the BCC supports the VPC's recommendations, it would be appropriate to vote no on the budget modifications (which are structured to delete the positions).

Encl: 3 Budget Modifications

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BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 12 PM 12:59  
MULTNOMAH COUNTY  
OREGON



OFFICE MEMORANDUM . . . DEPARTMENT OF ENVIRONMENTAL SERVICES

TO: Hank Miggins  
Acting Chair of the Board

April 28, 1993

Date

FROM: Betsy Williams *BHW*  
Director/DES

SUBJECT: Request to Fill a Residential Property Appraiser Position

Attached you will find a request from Assessment and Taxation to fill a **Residential Property Appraiser** position, which will be vacated through a retirement this month. Also attached is a budget modification to delete this position, per Board Order.

Please forward this request to the **Vacant Position Committee** for their recommendation to the Board.

Your prompt attention to this matter is appreciated.

cc: Janice Druian, Director/A & T  
Curtis Smith, Director/Employee Services

*NHM*  
**RECEIVED**

APR 29 1993

GLADYS McCOY  
MULTNOMAH COUNTY CHAIR



# Memorandum

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Multnomah County  
Division of Assessment & Taxation

Tue, Apr 20, 1993

TO: Betsy Williams  
FROM: Janice Druian  
SUBJECT: RESIDENTIAL APPRAISAL OPENING  
NEEDING APPROVAL BY THE VACANT POSITIONS  
COMMITTEE

Clark Henry, a residential property appraiser, retires this month. As you know, we decreased the appraisal staff by one residential appraiser last year. This position is important as we are nearing getting back into compliance.

The position has been approved for next year's budget.

I am attaching a summary of positions that have been vacant/are vacant and their status.

cc: Neal Galash

## SUMMARY OF VACANT POSITIONS IN A&T

POSITION: **Cartographer**

Authorized by BCC; offer ready  
fill immediately.

POSITION: **Senior OA (Property Appraisal)**

Authorized by BCC; in middle of interview process

POSITION: **Senior OA (Records Management)**

Presented to board; in middle of interview process

POSITION: **Data Analyst (Ratio Analysis Unit)**

Holding on position until next year; need to determine if this work should be  
done by an appraiser in the appraisal unit.

POSITION: **Personal Property Appraiser**

Eliminated position.

POSITION: **Personal Property Tax Collection Specialist**

Eliminated position.

POSITION: **2 Residential Property Appraiser(s)**

Eliminated one position in November; requesting immediate hire  
of position to be vacated at the end of April.

JOB DESCRIPTION

REAL PROPERTY APPRAISER - Residential

GENERAL STATEMENT OF DUTIES:

The Real Property Appraisers working in this position appraise residential, apartment, and farm zoned land and improvements for assessment purposes.

SUPERVISION RECEIVED:

Supervised by a Residential Appraisal Supervisor

PRIMARY DUTIES:

Researches and compiles sales data, rental information and other pertinent appraisal facts from property owners, real estate agents, tenants and associated parties.

Analyzes sales and other appraisal data for use in published sales studies and for use in Market Value Appraisals.

Analyzes zoning regulations and land use restrictions, ascertains the availability of utilities, determines ingress and egress, topography, shape and other pertinent data on land sites. Determines highest and best use. Estimates market value of land.

Inspects improved property to determine use, condition and construction information. Measures buildings and interprets blueprints to determine size and construction features, determines highest and best use. Makes value estimates using the cost and/or market approach where applicable. Correlates land value estimates with indicated values of the improvements to arrive at an estimated market value of improved property.

Prepares narrative appraisal reports for, and testifies at, Department of Revenue and Tax Court hearings.

Estimates values for consolidation and segregation of property.

Prepares scale drawings of new buildings and structures. Utilizes state and nationally published cost information to estimate the value of new and partially complete improvements.

Confers with property owners or their representatives regarding assessed values and related assessment issues. Explains appeal rights and procedures.

May assist in the training of new or less experienced appraisers.

BUDGET MODIFICATION NO. DSS 100

(For Clerk's Use) Meeting Date MAY 20 1993

Agenda No. R-17

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_

(Date)

DEPARTMENT: Social Services DIVISION: Juvenile Justice

CONTACT: Marie Eighmey/Jann Brown TELEPHONE: 248-3550

\*NAME OF PERSON MAKING PRESENTATION TO BOARD: Harold Ogburn

SUGGESTED AGENDA TITLE:

Budget Modification DSS # 100 deletes a Vacant Juvenile Justice Division Word Processing Operator position if the position is not approved to be filled.

(Estimated Time Needed On The Agenda)

2. DESCRIPTION OF MODIFICATION:

{X} PERSONNEL CHANGES.

This budget modification deletes funding for a Word Processing Operator position for the remainder of the year.

3. REVENUE IMPACT:

Decreases Insurance Fund by (\$50).

4. CONTINGENCY STATUS:

Increases Contingency Fund by \$2,182.

CLERK OF  
COUNTY COMMISSIONERS  
1993 MAY 12 PM 12:59  
MULTNOMAH COUNTY  
OREGON

Originated By \_\_\_\_\_ Date \_\_\_\_\_ Department Manager \_\_\_\_\_ Date \_\_\_\_\_

X Harold Ogburn 4/29/93 Jann Lucas/DB 3/1/93

Budget Analyst \_\_\_\_\_ Date \_\_\_\_\_ Personnel Analyst \_\_\_\_\_ Date \_\_\_\_\_

W. J. ... 5/5/93 C. ... 5/5/93

Board Approval \_\_\_\_\_

Date \_\_\_\_\_

me/bdmdwpop.apr

TRANSACTION EB [ ]    GM [ ] TRANSACTION DATE \_\_\_\_\_ ACCOUNTING PERIOD \_\_\_\_\_ BUDGET FY \_\_\_\_\_

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	ACTIVITY	REPORT'G CATEGORY	OBJECT	CURRENT AMOUNT	REVISED AMOUNT	CHANGE	SUB- TOTAL	DESCRIPTION
		100	010	2520			5100			(\$1,677)		DEC PERMANENT
		100	010	2520			5500			(\$455)		DEC FRINGE
		100	010	2520			5550			(\$50)		DEC INSURANCE
											-----	
											(\$2,182)	TOTAL, ORG 2520.
		400	040	2520			6520			(\$50)	(\$50)	INSURANCE FUND.
											-----	
											(\$2,232)	TOTAL EXPENSE.

REVENUE  
TRANSACTION RB [ ]    GM [ ] TRANSACTION DATE \_\_\_\_\_ ACCOUNTING PERIOD \_\_\_\_\_ BUDGET FY \_\_\_\_\_

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	ACTIVITY	REPORT'G CATEGORY	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	CHANGE	SUB- TOTAL	DESCRIPTION
		100	010	2520			7601				(\$2,182)	COUNTY G/F, ORG 2520
											-----	
											(\$2,182)	TOTAL, ORG 2520.
		400	040	7531			6600				(\$50)	SVC REIMB CG/F TO INS.
											-----	
											(\$2,232)	TOTAL REVENUE.

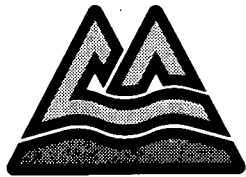
PERSONNEL DETAIL FOR BUD MOD NO. DSS # 100

5. ANNUALIZED PERSONNEL CHANGES:

FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL
	ORG 2520:				
-1.0	WORD PROCESSING OPERATOR	(19,878)	(5,356)	(4,833)	(30,067)
-1.0	ANNUALIZED	(\$19,878)	(\$5,356)	(\$4,833)	(\$30,067)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES:

FTE	EXPLANATION OF CHANGE	BASE PAY	FRINGE	INSURANCE	TOTAL
	ORG 2520:				
-0.08	WORD PROCESSING OPERATOR	(1,677)	(455)	(50)	(2,182)
-0.08	TOTAL	(\$1,677)	(\$455)	(\$50)	(\$2,182)



# MULTNOMAH COUNTY OREGON

GLADYS MCCOY  
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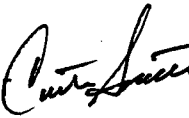
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2505 S.E. 11TH, 1ST FLOOR  
PORTLAND, OREGON 97202

## MEMORANDUM

TO: Hank Miggins, Acting Chair

FROM: Curtis Smith, Employee Services Manager 

DATE: May 12, 1993

SUBJECT: Vacant Position Committee Recommendations to BCC

On May 11, the Vacant Position Committee recommended to the Board of County Commissioners that the following positions be approved:

One Residential Property Appraiser  
One Word Processing Operator  
One Data Technician

The budget modifications for these positions are attached.

Please note that if the BCC supports the VPC's recommendations, it would be appropriate to vote no on the budget modifications (which are structured to delete the positions).

Encl: 3 Budget Modifications

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BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 12 PM 12:59  
MULTNOMAH COUNTY  
OREGON




# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES  
JUVENILE JUSTICE DIVISION  
1401 N.E. 68TH  
PORTLAND, OREGON 97213  
(503) 248-3460

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: Dr. Gary Nakao, Director, Department of Social Services

FROM:  Harold Ogburn, Director, Juvenile Justice Division

DATE: April 29, 1993

SUBJECT: REQUEST TO FILL VACANT WORD PROCESSING OPERATOR POSITION

I would like to fill a vacant Word Processing Operator position in the Juvenile Justice Division. The position has been vacant since November 23, 1992. A temporary employee has been filling this position since that date. The position has been announced by the Employee Services Division and the oral examinations completed. This position is funded 100 percent by County General Fund dollars.

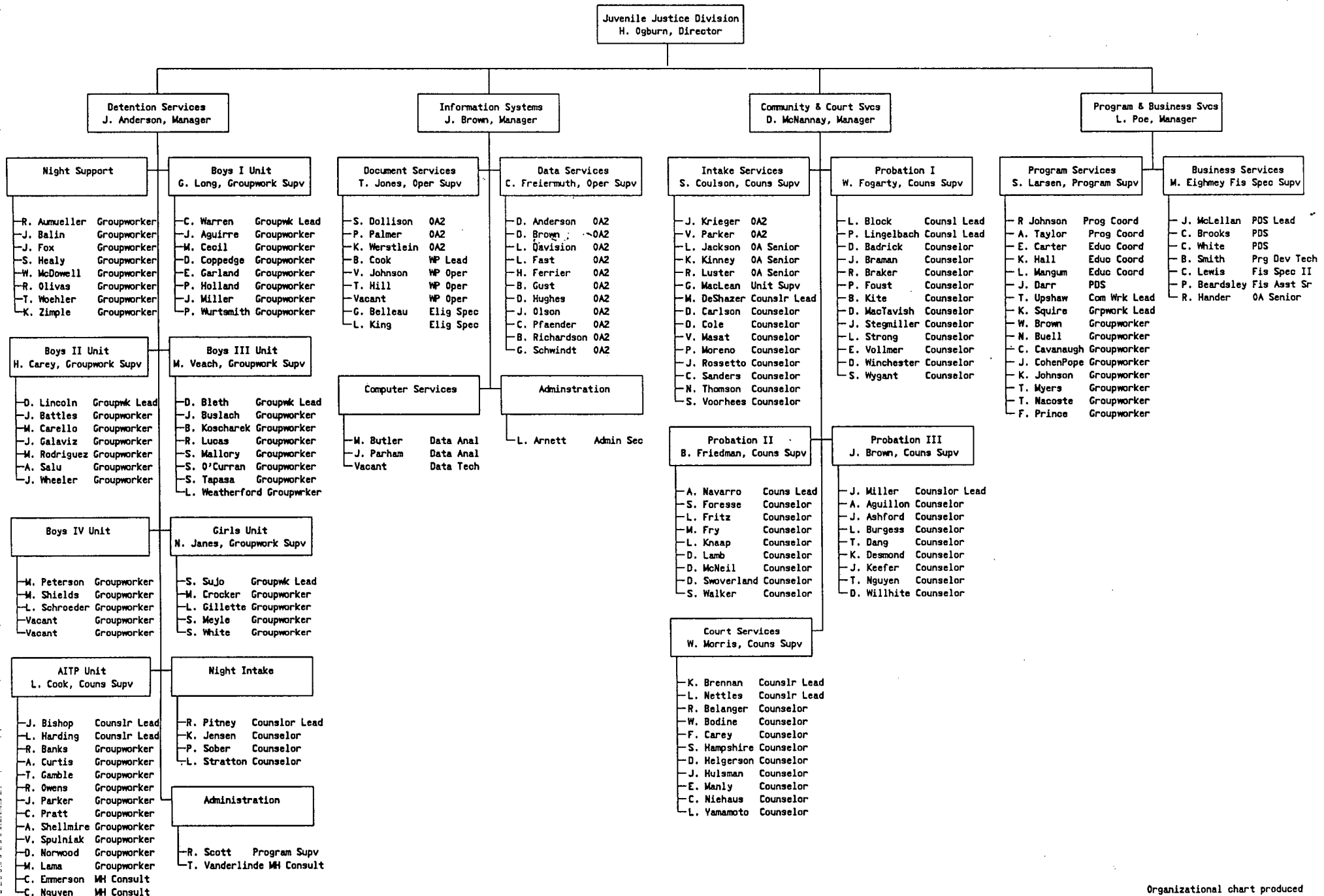
The Division has four full-time Word Processing Operators. They provide the critical function of preparing all court documents which are required to process a juvenile through the court process. These include summons, petitions, court summaries and comprehensive assessments for youth. In the past two years there has been a 65 percent increase in the amount of work produced by these staff due primarily to the steady increase of delinquency referrals over the past several years. The operators have been able to maintain this workload by instituting a swing shift, using temporary staff, working overtime and implementing more automated processes.

If this position is not filled, we will not be able to produce required court documents in time for court hearings. The length of time for processing a case from referral to the Division to a final court disposition will increase drastically. This will increase the amount of time youth spend in detention and unsupervised in the community.

Attached is an organization chart and Budget Modification Proposing Deletion of a Vacant Word Processing Operator Position in the Juvenile Justice Division. Please forward this package to the Vacant Position Committee for their recommendation. If you have any questions, please contact Jann Brown, extension 3544, who is the hiring manager for this position. Thank you.



# JUVENILE JUSTICE DIVISION



BUDGET MODIFICATION NO. DSS 101

(For Clerk's Use) Meeting Date MAY 20 1993

Agenda No. R-18

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_

(Date)

DEPARTMENT: Social Services DIVISION: Juvenile Justice

CONTACT: Marie Eighmey/Jann Brown TELEPHONE: 248-3550

\*NAME OF PERSON MAKING PRESENTATION TO BOARD: Harold Ogburn

SUGGESTED AGENDA TITLE:

Budget Modification DSS # 101 deletes a Vacant Juvenile Justice Division Data Technician position if the position is not approved to be filled.

(Estimated Time Needed On The Agenda)

2. DESCRIPTION OF MODIFICATION:

{X} PERSONNEL CHANGES.

This budget modification deletes funding for a Data Technician position for the remainder of the year.

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1993 MAY 12 PM 12:58

3. REVENUE IMPACT:

Decreases Insurance Fund by (\$62).

4. CONTINGENCY STATUS:

Increases Contingency Fund by \$2,673.

Originated By	Date	Department Manager	Date
X Harold Ogburn	4/29/93	Jann Eighmey / DB	3 May 93
Budget Analyst	Date	Personnel Analyst	Date
Cadele Jones	5/5/93	Chellmaras	5/5/93
Board Approval			Date

## EXPENDITURE

TRANSACTION EB [ ] GM [ ] TRANSACTION DATE \_\_\_\_\_ ACCOUNTING PERIOD \_\_\_\_\_ BUDGET FY \_\_\_\_\_

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	REPORT 'G CATEGORY	OBJECT	CURRENT AMOUNT	REVISED AMOUNT	CHANGE	SUB- TOTAL	DESCRIPTION
		100	010	2520		5100			(\$2,054)		DEC PERMANENT
		100	010	2520		5500			(\$557)		DEC FRINGE
		100	010	2520		5550			(\$62)		DEC INSURANCE
										-----	
										(\$2,673)	TOTAL, ORG 2520.
		400	040	2520		6520			(\$62)	(\$62)	INSURANCE FUND.
										-----	
										(\$2,735)	TOTAL EXPENSE.

## REVENUE

TRANSACTION RB [ ] GM [ ] TRANSACTION DATE \_\_\_\_\_ ACCOUNTING PERIOD \_\_\_\_\_ BUDGET FY \_\_\_\_\_

DOCUMENT NUMBER	ACTION	FUND	AGENCY	ORGANI- ZATION	REPORT 'G CATEGORY	REVENUE SOURCE	CURRENT AMOUNT	REVISED AMOUNT	CHANGE	SUB- TOTAL	DESCRIPTION
		100	010	2520		7601				(\$2,673)	COUNTY G/F, ORG 2520
										-----	
										(\$2,673)	TOTAL, ORG 2520.
		400	040	7531		6600				(\$62)	SVC REIMB CG/F TO INS.
										-----	
										(\$2,735)	TOTAL REVENUE.

PERSONNEL DETAIL FOR BUD MOD NO. DSS # 101

5. ANNUALIZED PERSONNEL CHANGES:

FTE	POSITION TITLE	BASE PAY	FRINGE	INSURANCE	TOTAL
	ORG 2520:				
-1.0	DATA TECHNICIAN	(25,140)	(6,773)	(5,055)	(36,968)
-1.0	ANNUALIZED	(\$25,140)	(\$6,773)	(\$5,055)	(\$36,968)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES:

FTE	EXPLANATION OF CHANGE	BASE PAY	FRINGE	INSURANCE	TOTAL
	ORG 2520:				
-0.08	DATA TECHNCIAN	(2,054)	(557)	(62)	(2,673)
-0.08	TOTAL	(\$2,054)	(\$557)	(\$62)	(\$2,673)



# MULTNOMAH COUNTY OREGON

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COUNTY CHAIR

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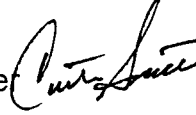
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## MEMORANDUM

TO: Hank Miggins, Acting Chair

FROM: Curtis Smith, Employee Services Manager 

DATE: May 12, 1993

SUBJECT: Vacant Position Committee Recommendations to BCC

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One Residential Property Appraiser  
One Word Processing Operator  
One Data Technician

The budget modifications for these positions are attached.

Please note that if the BCC supports the VPC's recommendations, it would be appropriate to vote no on the budget modifications (which are structured to delete the positions).

Encl: 3 Budget Modifications

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BOARD OF  
COUNTY COMMISSIONERS  
1993 MAY 12 PM 12:59  
MULTNOMAH COUNTY  
OREGON




# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES  
JUVENILE JUSTICE DIVISION  
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SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

TO: Dr. Gary Nakao, Director, Department of Social Services

FROM:  Harold Ogburn, Director, Juvenile Justice Division

DATE: April 29, 1993

SUBJECT: REQUEST TO FILL VACANT DATA TECHNICIAN POSITION

I would like to fill a vacant Data Technician position in the Juvenile Justice Division. The Board of County Commissioners approved the request to reclassify an Office Assistant 2 position to a Data Technician on December 29, 1992. The position has been announced by the Employee Services Division and the oral examinations completed. This position is funded 100 percent by County General Fund dollars.

This position is needed to fill a very critical need in our division which is to provide mandatory data to the consent decree monitor and Federal, State and private funding agencies. Data is also needed for contract compliance and program monitoring and evaluation. The primary duties of this position will be to develop manual and automated data collection systems, collect the data, and produce statistical reports of this data. Secondary duties will include providing technical computer support to approximately 190 computer users in the Division.

If this position is not filled, we will jeopardize the continuation of current funding sources and our capacity to compete for future grants and funds. We will also not have the ability to adequately monitor our contracts and programs for compliance and evaluation.

Attached is an organization chart and Budget Modification Proposing Deletion of a Vacant Data Technician Position in the Juvenile Justice Division. Please forward this package to the Vacant Position Committee for their recommendation. If you have any questions, please contact Jann Brown, extension 3544, who is the hiring manager for this position. Thank you.

# JUVENILE JUSTICE DIVISION

