

## ANNOTATED MINUTES

Tuesday, February 14, 1995 - 9:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

### BOARD BRIEFINGS

- B-1 Report on Independent Operational Review of the Multnomah County Sheriff's Office Prepared by Consultants from the International Association of Chiefs of Police Issued on February 13, 1995. Presented by Gary Blackmer.

**GARY BLACKMER, GERRY BRODSKY AND TOM SLYTER PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION. MCSO TO CONTINUE IMPLEMENTATION AND/OR ANALYSIS OF VARIOUS RECOMMENDATIONS. CHAIR TO INCORPORATE VARIOUS RECOMMENDATIONS IN EXECUTIVE BUDGET. AUDITOR TO MONITOR IMPLEMENTATION OF RECOMMENDATIONS. CHAIR TO COLLECT ADDITIONAL SUGGESTIONS SUCH AS PURSUIT OF ANY SPECIFIC CONSULTING CONTRACTS AND FORWARD FOR BOARD CONSIDERATION IF INDICATED. COPIES OF REPORT AVAILABLE THROUGH AUDITOR'S OFFICE.**

- B-2 Auditor's Report on "Property Value Appeals: Room for Improvement" Issued in January, 1995. Presented by Gary Blackmer.

**GARY BLACKMER AND JANICE DRUIAN PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION. MR. BLACKMER SENT AUDITOR'S REPORT AND RECOMMENDATION THAT DEPARTMENT OF REVENUE CLARIFY PAMPHLET LANGUAGE TO DOR DIRECTOR. OTHER RECOMMENDATIONS IMPLEMENTED WITH EXCEPTION OF REMOVING CLERICAL SUPPORT FOR BOARD OF EQUALIZATION FROM DIVISION OF ASSESSMENT AND TAXATION. VIDEOTAPE INSTRUCTION OF PROPERTY APPEAL PROCESS TO BE PREPARED. MS. DRUIAN UPDATE ON HOUSE BILL 2325 REGARDING CHANGES TO RESIDENTIAL AND COMMERCIAL PROPERTY APPEALS. BOARD CONSENSUS TO PARTICIPATE WITH ASSESSOR'S ASSOCIATION AGAINST PROPOSED LEGISLATION.**

- B-3 Proposal to Implement Ballot Measure 11 for Juveniles. Presented by Bill Farver, Michael Schrunk, Douglas Bray, Harold Ogburn and Jim Anderson.

**BEVERLY STEIN, BILL FARVER, MICHAEL SCHRUNK, JIM ANDERSON AND CHRIS TEBBEN PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION REGARDING IMPLEMENTATION PLAN AND BUDGET DATA FOR CURRENT AND NEXT FISCAL YEAR. BOARD CONSENSUS THAT STAFF CONTINUE GATHERING INFORMATION FOR FURTHER BOARD DISCUSSION.**

- B-4 Proposal to Open a Sex Offender Treatment Unit for Juvenile Offenders. Presented by Harold Ogburn and Orin Bolstad.

**HAROLD OGBURN, MICAH FIERSTEIN AND ORIN BOLSTAD PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION REGARDING PROPOSED SEX OFFENDER TREATMENT UNIT. MR. OGBURN ADVISED THAT REVENUE FOR REVIEW PANEL AND INDEPENDENT EVALUATION PROVIDED IN PROPOSED BUDGET. CHAIR STEIN AND COMMISSIONER HANSEN TO MEET WITH MULTNOMAH COUNTY LEGISLATORS WEDNESDAY, FEBRUARY 15, 1995 FOR BRIEFING ON IMPACT OF COMMUNITY CORRECTIONS AND SENATE BILL 1. GINA MATIODA SUBMITTED ATTORNEY GENERAL FINAL REPORT ON TASKFORCE ON JUVENILE JUSTICE, SENATE BILL 1 AND OTHER DOCUMENTATION. SENATE BILL 1 UPDATE SCHEDULED FOR TUESDAY, FEBRUARY 21, 1995.**

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Tuesday, February 14, 1995 - 1:30 PM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**PLANNING ITEMS**

Chair Beverly Stein convened the meeting at 1:30 p.m., with Vice-Chair Sharron Kelley and Commissioner Dan Saltzman present and Commissioner Tanya Collier excused.

- P-1 MC 2-94/  
LD 16-94 Review the January 5, 1995 Hearings Officer Decision, APPROVING, Subject to Conditions, a Two Parcel Land Division and

Establishment of a New Private Easement as the Means of Access to the Westerly Parcel, for Property Located at 22500 NW BECK ROAD, PORTLAND

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

- P-2      CU 8-94      Review the January 5, 1995 Hearings Officer Decision, APPROVING, Subject to Conditions, a Conditional Use for a Single Family Residence Not Related to Forest Management on an 18.89 Acre Property in the Commercial Forest Use District, for Property Located at 14625 NW SKYLINE BOULEVARD, PORTLAND

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

- P-3      CU 9-94      Review the January 12, 1995 Hearings Officer Decision, APPROVING, with Modifications and Conditions, a Conditional Use to Develop a 16,400 Square Foot Structure for Light Industrial, Warehouse and Commercial Uses Within a Rural Center District, for Property Located at 28885 SE DODGE PARK BOULEVARD, GRESHAM

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

The Board recessed at 1:33 p.m. and reconvened when Commissioner Gary Hansen arrived at 1:34 p.m.

- P-4      MC 1-94/  
LD 13-94      DE NOVO HEARING, WITH TESTIMONY LIMITED TO 30 MINUTES PER SIDE, INCLUDING REBUTTAL, in the Matter of an Appeal of the December 23, 1994 Hearings Officer Decision, APPROVING a Request for a Three Parcel Land Division Partition and the Use of an Easement for Access; and an Appeal of the Administrative APPROVAL of an Access Variance Attached as Exhibit A to the December 23, 1994 Hearings Officer Decision, for Property Located at 01400 SW MILITARY ROAD, PORTLAND

**CHAIR STEIN OUTLINED THE PROCESS FOR THE QUASI-JUDICIAL PROCEDURE AND IN RESPONSE TO QUERIES, NO BIAS, CONFLICTS OF INTEREST, EX PARTE CONTACTS OR SITE VISITS WERE DECLARED BY THE BOARD; NO CHALLENGES WERE RAISED; AND NO PROCEDURAL OBJECTIONS WERE RAISED BY THE PARTIES. PLANNER GARY CLIFFORD NARRATED A SLIDE PRESENTATION OF THE SUBJECT PROPERTY.**

HEARINGS OFFICER PHILLIP E. GRILLO PRESENTATION OF THE CRITERIA AND FINDINGS USED IN HIS DECEMBER 23, 1994 DETERMINATION APPROVING, SUBJECT TO CONDITIONS, REQUESTED PARTITION AND ACCESS VARIANCE. APPELLANT'S ATTORNEY EDWARD J. SULLIVAN PRESENTATION IN SUPPORT OF DENIAL OF PARTITION AND ACCESS VARIANCE, RAISING ISSUES REGARDING SUITABILITY OF SHARED ACCESS; APPROPRIATE USE OF APPLICABLE ROAD STANDARDS; THE DIVISION OF ONE PARCEL INTO TWO PARCELS RATHER THAN THREE; FUTURE DEVELOPMENT; DESIGN SUITABILITY; AND FIRE SAFETY. APPELLANT K. DON FELDMAN SUBMITTED PHOTOGRAPHS OF EXISTING ACCESS AND TESTIFIED IN SUPPORT OF DENIAL OF PARTITION AND ACCESS VARIANCE. ATTORNEY TIMOTHY V. RAMIS, REPRESENTING APPLICANT GRAN MARQUE, INC., SUBMITTED NOTEBOOKS CONTAINING EXCERPTS OF MAPS, CODE SECTIONS AND OTHER DOCUMENTATION FROM THE RECORD IN THIS MATTER IN RESPONSE TO CODE ISSUES RAISED AT HEARINGS OFFICER LEVEL. MR. RAMIS PRESENTED TESTIMONY IN RESPONSE TO ISSUES RAISED BY MR. SULLIVAN AND IN SUPPORT OF AFFIRMING THE HEARINGS OFFICER DECISION. MR. RAMIS REQUESTED THE REMOVAL OF CONDITION 7 REGARDING THE IMPOSITION OF A LOT LINE ADJUSTMENT, ON THE GROUNDS THERE WAS NO ACQUISITION IN 1973. MR. RAMIS RESPONDED TO THE FEBRUARY 14, 1995 LETTER FROM PLANNING CONSULTANT JOHN L. BROSY REPRESENTING ADJOINING PROPERTY OWNERS DR. AND MRS. ROGER HALLIN, ADVISING HIS CLIENTS HAVE NO PROBLEM WORKING WITH MR. BROSY TO RESOLVE THE HALLIN'S CONCERNS. TRANSPORTATION ENGINEER JENNIFER E. DANZIGER TESTIFIED IN SUPPORT OF AFFIRMING HEARINGS OFFICER DECISION AND ADDRESSED STREET WIDTH AND TRAFFIC ISSUES. PLANNING CONSULTANT ROBERT PRICE TESTIFIED IN SUPPORT OF AFFIRMING HEARINGS OFFICER DECISION AND ADDRESSED SITE SUITABILITY, HABITAT, ECOLOGICAL, ENGINEERING AND FIRE SAFETY ISSUES. MR. RAMIS REPORTED THE HEARINGS OFFICER REFERRED TO CASE LD 10-93

FOR THE PRECEDENT REGARDING SIDEWALK REQUIREMENT. MR. RAMIS REQUESTED THAT IN THE EVENT THE BOARD AFFIRM THE HEARINGS OFFICER DECISION, HE BE ALLOWED TIME TO PREPARE SUPPLEMENTAL FINDINGS IN THIS CASE. MR. SULLIVAN PRESENTED REBUTTAL TO TESTIMONY, ADVISING THE HEARINGS OFFICER INTERPRETATION IN CASE LD 10-93 IS NOT APPLICABLE TO THE BOARD'S DECISION IN THIS CASE; THE ROAD DOES NOT MEET COUNTY NEW STREET STANDARDS; MR. SULLIVAN REQUESTED THE BOARD DENY THE APPLICATION ON THE ISSUE OF ACCESS AND LACK OF SUITABLE EVIDENCE ON LOT THREE, AND REQUESTED THAT THE BOARD LOOK AT THE FULL DEVELOPMENT OF THE LAND UNDER R-30 OR LARGER DENSITY STANDARDS. IN RESPONSE TO QUESTIONS OF CHAIR STEIN, NO PARTIES WISHED A CONTINUANCE TO RESPOND TO NEW EVIDENCE AND NO OBJECTIONS WERE RAISED. CHAIR STEIN ADVISED THE PARTIES WILL RECEIVE A COPY OF THE BOARD'S WRITTEN DECISION WHICH IS APPEALABLE TO LUBA AND CLOSED THE HEARING. MR. PRICE, MR. SULLIVAN AND MR. RAMIS RESPONSE TO BOARD QUESTIONS. FOLLOWING DISCUSSION WITH COUNTY COUNSEL GERRY ITKIN, COMMISSIONER HANSEN MOVED AND COMMISSIONER KELLEY SECONDED, TO AFFIRM THE HEARINGS OFFICER DECISION AND THE ADMINISTRATIVE DECISION. MR. GRILLO AND MR. CLIFFORD RESPONSE TO BOARD QUESTIONS OF COMMISSIONER KELLEY REGARDING MR. RAMIS' REQUEST THAT CONDITION 7 BE REMOVED. FOLLOWING DISCUSSION WITH MR. CLIFFORD, MR. RAMIS AND MR. ITKIN, THE ISSUE OF OBTAINING APPROVAL OF A LOT LINE ADJUSTMENT OF A PORTION OF LAND IN PARCEL 3 FOR THE PURPOSE OF PREPARING A NEW LEGAL DESCRIPTION OF THE ENTIRE SITE WILL BE HANDLED ADMINISTRATIVELY. MOTION TO AFFIRM THE HEARINGS OFFICER DECISION AND THE ADMINISTRATIVE DECISION UNANIMOUSLY APPROVED, WITH CHAIR STEIN ADVISING SHE WAS PERSUADED BY APPLICANTS' EVIDENCE THERE WAS SUFFICIENT EVIDENCE IN THE RECORD TO SUPPORT THE HEARINGS OFFICER

**DECISION. BOARD CONSENSUS THAT MR. RAMIS BE ALLOWED TO PREPARE SUPPLEMENTAL FINDINGS TO BE SUBMITTED TO STAFF FOR CONSIDERATION WITH THE BOARD'S FINAL ORDER.**

P-5 Report to the Board the Department of Land Conservation and Development (DLCD) Director's Recommended Decision Pertaining to the Multnomah County Remand Order. Presented by Scott Pemble and John DuBay.

**CHAIR STEIN REPORTED THE BOARD STAFF MEETING REGARDING THIS ITEM HAS BEEN RESCHEDULED FROM MONDAY, FEBRUARY 13, 1995 TO THURSDAY, FEBRUARY 16, 1995. SCOTT PEMBLE PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION REGARDING VARIOUS COUNTY RESPONSE OPTIONS TO DLCD REPORT AND RECOMMENDATIONS. MR. PEMBLE ADVISED THE COUNTY HAS UNTIL 5:00 PM, FRIDAY, FEBRUARY 17, 1995 TO RESPOND. SHARON TIMKO AND MR. PEMBLE RESPONSE TO BOARD QUESTIONS, DISCUSSION AND SUGGESTIONS.**

**BOARD CONSENSUS THAT DE NOVO HEARING PROCESS BE CONTINUED.**

There being no further business, the meeting was adjourned at 3:25 p.m.

OFFICE OF THE BOARD CLERK  
for MULTNOMAH COUNTY, OREGON

Deborah L. Bogstad

Deborah L. Bogstad

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Thursday, February 16, 1995 - 9:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**REGULAR MEETING**

Chair Beverly Stein convened the meeting at 9:30 a.m., with Commissioners Tanya Collier and Dan Saltzman present.

**CONSENT CALENDAR**

**UPON MOTION OF COMMISSIONER COLLIER,  
SECONDED BY COMMISSIONER SALTZMAN, THE  
CONSENT CALENDAR (ITEMS C-1 THROUGH C-6)  
WAS UNANIMOUSLY APPROVED.**

**DEPARTMENT OF HEALTH**

- C-1 Ratification of Intergovernmental Agreement Contract 201705 Between the State of Oregon Health Division and Multnomah County, Providing Required Research Services for Various HIV/AIDS Grants, for the Period October 1, 1994 through September 30, 1995

**COMMUNITY AND FAMILY SERVICES DIVISION**

- C-2 RESOLUTION in the Matter of Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody

**RESOLUTION 95-35.**

- C-3 Ratification of Intergovernmental Agreement Contract 104245 Between the Regional Drug Initiative and Multnomah County, Wherein Multnomah County Receives Office of Substance Abuse and Prevention Reimbursement of FY 94/95 Personnel and Motor Pool Expenses for Participation in Joint Alcohol and Drug Service Programs

**MANAGEMENT SUPPORT SERVICES**

- C-4 Ratification of Intergovernmental Agreement Contract 500385 Between the State of Oregon, Department of Administrative Services and Multnomah County, Providing County Participation in the Oregon Cooperative Purchasing Program, for the Period March 1, 1995 through February 29, 1996

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- C-5 ORDER in the Matter of the Execution of Deed D951160 for Certain Tax Acquired Property to Former Owner Delores K. Newell

**ORDER 95-36.**

- C-6 ORDER in the Matter of the Execution of Deed D951169 for Certain Tax Acquired Property to Former Owner James D. Smith

**ORDER 95-37.**

**REGULAR AGENDA**

Vice-Chair Sharron Kelley and Commissioner Gary Hansen arrived at 9:31 a.m.

**PUBLIC COMMENT**

R-1 Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.

**NO ONE WISHED TO TESTIFY.**

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

R-2 PUBLIC HEARING and Consideration of a RESOLUTION in the Matter of Certifying an Estimate of Expenditures for the FY 1995-96 Property Tax Program in Accordance with HB 2338

**COMMISSIONER COLLIER MOVED AND COMMISSIONER SALTZMAN SECONDED, APPROVAL OF R-2. JANICE DRUIAN EXPLANATION. NO ONE WISHED TO TESTIFY. RESOLUTION 95-38 UNANIMOUSLY APPROVED.**

**AGING SERVICES DIVISION**

R-3 Ratification of Intergovernmental Agreement Contract 103955 Between Clackamas County and Multnomah County, Providing Funds for Implementation of Federal Administration on Aging Grant for the "Beyond Bricks and Mortar" Demonstration Project, for the Period July 1, 1994 through June 30, 1996

**COMMISSIONER SALTZMAN MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-3. KATHY GILLETTE EXPLANATION. AGREEMENT 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 an Exemption to Exceed the 20% Change Order Limitation for the Justice Center Card Key System Installation

**COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-4. FRANNA HATHAWAY AND WALTER HEIL EXPLANATION AND RESPONSE TO BOARD**

**QUESTIONS. ORDER 95-39 UNANIMOUSLY  
APPROVED.**

R-5 ORDER in the Matter of Exempting from Public Bidding the Purchase of Digital Biometrics Grip Program

**COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-5. MS. HATHAWAY, BOB BARNHART AND ROY OBIE EXPLANATION OF ITEMS R-5 AND R-6 AND RESPONSE TO BOARD QUESTIONS. ORDER 95-40 UNANIMOUSLY APPROVED.**

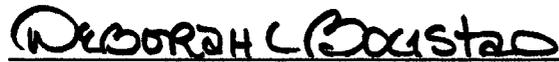
R-6 ORDER in the Matter of Exempting from Public Bidding the Purchase of Electronic Fingerprinting Machine

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, ORDER 95-41 WAS UNANIMOUSLY APPROVED.**

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

There being no further business, the meeting was adjourned at 9:42 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

BEVERLY STEIN •	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

### FEBRUARY 13, 1995 - FEBRUARY 17, 1995

- Tuesday, February 14, 1995 - 9:30 AM - Board Briefings . . . . . Page 2*
- Tuesday, February 14, 1995 - 1:30 PM - Planning Items . . . . . Page 2*
- Thursday, February 16, 1995 - 9:30 AM - Regular Meeting . . . . . Page 3*

*Thursday Meetings of the Multnomah County Board of Commissioners are taped and can be seen by Paragon Cable subscribers at the following times:*

- Thursday, 6:00 PM, Channel 30*
- Friday, 10:00 PM, Channel 30*
- Saturday, 12:30 PM, Channel 30*
- Sunday, 1:00 PM, Channel 30*

**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, February 14, 1995 - 9:30 AM

Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**BOARD BRIEFINGS**

- B-1 *Report on Independent Operational Review of the Multnomah County Sheriff's Office Prepared by Consultants from the International Association of Chiefs of Police Issued on February 13, 1995. Presented by Gary Blackmer. 1 HOUR REQUESTED.*
- B-2 *Auditor's Report on "Property Value Appeals: Room for Improvement" Issued in January, 1995. Presented by Gary Blackmer. 30 MINUTES REQUESTED.*
- B-3 *Proposal to Implement Ballot Measure 11 for Juveniles. Presented by Bill Farver, Michael Schrunk, Douglas Bray, Harold Ogburn and Jim Anderson. 30 MINUTES REQUESTED.*
- B-4 *Proposal to Open a Sex Offender Treatment Unit for Juvenile Offenders. Presented by Harold Ogburn and Orin Bolstad. 30 MINUTES REQUESTED.*
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Tuesday, February 14, 1995 - 1:30 PM

Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**PLANNING ITEMS**

- P-1 MC 2-94/  
LD 16-94 *Review the January 5, 1995 Hearings Officer Decision, APPROVING, Subject to Conditions, a Two Parcel Land Division and Establishment of a New Private Easement as the Means of Access to the Westerly Parcel, for Property Located at 22500 NW BECK ROAD, PORTLAND*
- P-2 CU 8-94 *Review the January 5, 1995 Hearings Officer Decision, APPROVING, Subject to Conditions, a Conditional Use for a Single Family Residence Not Related to Forest Management on an 18.89 Acre Property in the Commercial Forest Use District, for Property Located at 14625 NW SKYLINE BOULEVARD, PORTLAND*
- P-3 CU 9-94 *Review the January 12, 1995 Hearings Officer Decision, APPROVING, with Modifications and Conditions, a Conditional Use to Develop a 16,400 Square Foot Structure for Light Industrial, Warehouse and Commercial Uses Within a Rural Center District, for Property Located at 28885 SE DODGE PARK BOULEVARD, GRESHAM*

- P-4      MC 1-94/  
LD 13-94      *DE NOVO HEARING, WITH TESTIMONY LIMITED TO 30 MINUTES PER SIDE, INCLUDING REBUTTAL, in the Matter of an Appeal of the December 23, 1994 Hearings Officer Decision, APPROVING a Request for a Three Parcel Land Division Partition and the Use of an Easement for Access; and an Appeal of the Administrative APPROVAL of an Access Variance Attached as Exhibit A to the December 23, 1994 Hearings Officer Decision, for Property Located at 01400 SW MILITARY ROAD, PORTLAND*
- P-5      *Report to the Board the Department of Land Conservation and Development (DLCD) Director's Recommended Decision Pertaining to the Multnomah County Remand Order. Presented by Scott Pemble and John DuBay. 30 MINUTES REQUESTED.*
- 

*Thursday, February 16, 1995 - 9:30 AM*

*Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

**REGULAR MEETING**

**CONSENT CALENDAR**

**DEPARTMENT OF HEALTH**

- C-1      *Ratification of Intergovernmental Agreement Contract 201705 Between the State of Oregon Health Division and Multnomah County, Providing Required Research Services for Various HIV/AIDS Grants, for the Period October 1, 1994 through September 30, 1995*

**COMMUNITY AND FAMILY SERVICES DIVISION**

- C-2      *RESOLUTION in the Matter of Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody*
- C-3      *Ratification of Intergovernmental Agreement Contract 104245 Between the Regional Drug Initiative and Multnomah County, Wherein Multnomah County Receives Office of Substance Abuse and Prevention Reimbursement of FY 94/95 Personnel and Motor Pool Expenses for Participation in Joint Alcohol and Drug Service Programs*

**MANAGEMENT SUPPORT SERVICES**

- C-4      *Ratification of Intergovernmental Agreement Contract 500385 Between the State of Oregon, Department of Administrative Services and Multnomah County, Providing County Participation in the Oregon Cooperative Purchasing*

*Program, for the Period March 1, 1995 through February 29, 1996*

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- C-5 *ORDER in the Matter of the Execution of Deed D951160 for Certain Tax Acquired Property to Former Owner Delores K. Newell*
- C-6 *ORDER in the Matter of the Execution of Deed D951169 for Certain Tax Acquired Property to Former Owner James D. Smith*

**REGULAR AGENDA**

**PUBLIC COMMENT**

- R-1 *Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.*

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- R-2 *PUBLIC HEARING and Consideration of a RESOLUTION in the Matter of Certifying an Estimate of Expenditures for the FY 1995-96 Property Tax Program in Accordance with HB 2338*

**AGING SERVICES DIVISION**

- R-3 *Ratification of Intergovernmental Agreement Contract 103955 Between Clackamas County and Multnomah County, Providing Funds for Implementation of Federal Administration on Aging Grant for the "Beyond Bricks and Mortar" Demonstration Project, for the Period July 1, 1994 through June 30, 1996*

**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 an Exemption to Exceed the 20% Change Order Limitation for the Justice Center Card Key System Installation*
- R-5 *ORDER in the Matter of Exempting from Public Bidding the Purchase of Digital Biometrics Grip Program*
- R-6 *ORDER in the Matter of Exempting from Public Bidding the Purchase of Electronic Fingerprinting Machine*

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

1995-1.AGE/23-26/dlb

MEETING DATE: FEB 16 1995

AGENDA NO.: C-1

(Above space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Ratification of intergovernmental agreement with the Oregon Health Division

BOARD BRIEFING Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: \_\_\_\_\_

Amount of Time Needed: 5 minutes or less

DEPARTMENT: Health DIVISION: \_\_\_\_\_

CONTACT: Fronk TELEPHONE #: x4274

BLDG/ROOM #: 160/7

PERSON(S) MAKING PRESENTATION: Fronk

**ACTION REQUESTED:**

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL  OTHER

**SUMMARY** (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Renewal of intergovernmental agreement with Oregon Health Division in which the state will provide the county with required research services for various HIV/AIDS grants.

*2/16/95 ORIGINALS to HERMAN BRAME*

**SIGNATURES REQUIRED:**

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

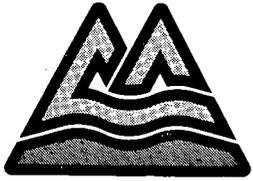
Or

DEPARTMENT MANAGER: B. Bergard

1995 FEB - 8 AM 10:39  
MULTNOMAH COUNTY  
OREGON  
COUNTY CLERK'S OFFICE

(ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES)

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222  
5654



# MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT  
426 S.W. STARK STREET, 8TH FLOOR  
PORTLAND, OREGON 97204-2394  
(503) 248-3674  
FAX (503) 248-3676  
TDD (503) 248-3816

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • 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: Board of County Commissioners

FROM: *Bill*  
Bill Odgaard

REQUESTED PLACEMENT DATE:

DATE: January 25, 1995

SUBJECT: Research Services Agreement with State of Oregon Health Division

- I. Recommendation/Action Requested: The Health Department recommends Board approval of this agreement with the Oregon Health Division for the period October 1, 1994 through September 30, 1995.
- II. Background/Analysis: The county is the recipient of a grant from the Centers for Disease Control, National Institute for Drug Abuse, Health Resource and Services Administration, and the Center for Substance Abuse Treatment. This contract is a renewal of last year's agreement. The renewal was delayed because of additional time required to agree upon the terms and conditions of the renewal. The state will provide all of the required research components related to various HIV/AIDS grants awarded to the county.
- III. Financial Impact: The county will pay the state a maximum of \$ 371,935
- IV. Legal Issues: None.
- V. Controversial Issues: None.
- VI. Link to Current County Policies: Continuing to cooperate with other governmental bodies.
- VII. Citizens Participation: None.
- VIII. Other Government Participation: None.



CONTRACT APPROVAL FORM  
(See Administrative Procedure #2106)

Contract # 201705  
Amendment # \_\_\_\_\_

MULTNOMAH COUNTY OREGON

<p>CLASS I</p> <p><input type="checkbox"/> Professional Services under \$25,000</p>	<p>CLASS II</p> <p><input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCR B Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p>	<p>CLASS III</p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</p> <p>AGENDA # <u>C-1</u> DATE <u>2/16/95</u></p> <p><u>DEB BOGSTAD</u> BOARD CLERK</p>
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Department HEALTH Division \_\_\_\_\_ Date \_\_\_\_\_

Contract Originator Brame Phone x2670 Bldg/Room 160/8

Administrative Contact Fronk Phone x4274 Bldg/Room 160/7

Description of Contract Provide required research services for various grants.

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

ORS/AR # \_\_\_\_\_ Contractor is  MBE  WBE  ORF

Contractor Name Oregon Health Division

Mailing Address 800 N.E. Oregon St. #21  
Portland, Oregon 97204

Phone 229-6380

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

Effective Date October 1, 1994

Termination Date September 30, 1995

Original Contract Amount \$ ~~XXXXXXX~~ 371,935

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 \$ \_\_\_\_\_  Net 30

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

Requirements contract - Requisition required.

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

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

Encumber: Yes  No

Date 1/30/95

Date \_\_\_\_\_

Date 2/7/95

Date February 16, 1995

Date \_\_\_\_\_

REQUIRED SIGNATURES:

Department Manager B. Berglund

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

County Counsel Ratie G...

County Chair / Sheriff ...

Contract Administration \_\_\_\_\_  
(Class I, Class II Contracts Only)

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.	<u>156</u>	<u>015</u>	<u>Attached</u>								
02.											
03.											

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



# MULTNOMAH COUNTY OREGON



HEALTH DEPARTMENT  
 426 S.W. STARK STREET, 8TH FLOOR  
 PORTLAND, OREGON 97204-2394  
 (503) 248-3674  
 FAX (503) 248-3676  
 TDD (503) 248-3816

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

<u>Fund</u>	<u>Agcy</u>	<u>Org</u>	<u>Rptg</u>	<u>Obj</u>	<u>Desc</u>	<u>Amt</u>
156	015	0340	0372	6060	State HD Eval	\$ 127,834
156	015	0350	0388	6060	State HD Eval	\$ 150,381
156	015	0335	0365	6060	State HD Eval	\$ 61,670
156	015	0360	0400	6060	State HD Eval	\$ 32,050
						<u>\$ 371,935</u>
						<u>365,840</u>

## RESEARCH SERVICES AGREEMENT

THIS INTERGOVERNMENTAL AGREEMENT is made and entered into this 1st day of October, 1993, by and between MULTNOMAH COUNTY, a political subdivisions of the State of Oregon (hereinafter referred a "COUNTY"), and the State of Oregon acting by and through HEALTH DIVISION (hereinafter referred to as "STATE"),

### WITNESSETH:

WHEREAS COUNTY is in receipt of grants for "HIV Preventions in Women and Infants, "HIV Prevention in Drug treatment Dropouts", "Community-Based Primary Care, Substance Abuse, HIV/AIDS, and Mental Health Treatment Program" and "HIV Homeless Outreach Project" from the Centers for Disease Control, National Institute for Drug Abuse, Health Resource and Services Administration, and the Center for Substance Abuse Treatment for the period October 1, 1994 through September 30, 1995.

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

WHEREAS, STATE is able and prepared to provide such services as COUNTY 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 October 1, 1994 to and including September 30, 1995, unless sooner terminated under the provisions in paragraphs 14.

#### 2. Services:

A. STATE services under this contract will consist of the following:

1. Assume responsibility for all required research components related to the following grants:

HIV prevention in Women and Infants Grant # U62-CCU06947-02  
(\$127,834.)

HIV Prevention in Drug Treatment Dropouts Grant # U01-DA07302-03  
(\$150,381.)

Community-Based Primary Care, Substance Abuse, HIV/AIDS and Mental  
Health Treatment Program Grant #CSH000 185-01-0 (\$61,670.)

HIV Homeless Project Grant # IHIN TI 00367-0100 (\$32,050.)

2. In a timely fashion, transmit all data provided by COUNTY on Centers for Disease Control, National Institutes for Drug Abuse, Health Resource and Services Administration, and the Center for Substance Abuse Treatment forms to the Centers for Disease Control, National Institutes for Drug Abuse, Health Resource and Services Administration, and the Center for Substance Abuse Treatment.
3. Provide monthly reports to COUNTY outlining information required by COUNTY for ongoing quality assurance and process evaluation.
4. Provide technical assistance in the area of research design and project evaluation\research to COUNTY operations staff.
5. Assist in compilation of all progress reports required by the Centers for Disease Control, National Institutes for Drug Abuse, Health Resource and Services Administration, and the Center for Substance Abuse Treatment.
6. Represent COUNTY in all negotiations with the Centers for Disease Control, National Institutes for Drug Abuse, Health Resource and Services Administration, and the Center for Substance Abuse Treatment which involve research components of the grants, including any required out-of-state meetings.
7. In a timely manner transmit all data collected by COUNTY to the Centers for Disease Control, National Institutes for Drug Abuse, Health Resource and Services Administration, and the Center for Substance Abuse Treatment or their designee.
8. Assist in the development of a noncompeting continuation grant application.
9. Develop questionnaires to assess the effects of local interventions.
10. Serve as consultants regarding the implementation and evaluation of enhanced interventions.
11. Comply with all special terms and conditions of award as outlined by the Centers for Disease Control, National Institutes for Drug Abuse, Health Resource and Services Administration, and the Center for Substance Abuse Treatment.

### 3. Compensation

A. COUNTY agrees to pay STATE a maximum of \$ 371,935 based upon the following terms:

1) \$ 30,994.58 /month. STATE will submit quarterly revenue and expenditure reports.

B. COUNTY 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 COUNTY in the amounts anticipated, COUNTY may terminate or reduce Agreement funding accordingly. COUNTY will notify STATE 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 forty-five (45) 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 STATE.

### 4. Contractor is Independent Contractor

A. STATE 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. Worker's Compensation

A. STATE shall maintain Workers' Compensation insurance coverage for all nonexempt 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. Subcontract and Assignment

STATE shall neither subcontract with others for any of the work prescribed herein, nor assign any of STATE'S rights acquired hereunder without obtaining prior written approval from COUNTY. COUNTY by this Agreement incurs no liability to third persons for payment of any compensation provided herein to STATE.

## 8. Access to Records

A. STATE agrees to permit authorized representatives of COUNTY, and/or the applicable federal or state government audit agency to make such review of the records of the STATE as COUNTY or auditor may deem necessary to satisfy audit and/or program evaluation purposes. STATE shall permit authorized representatives of COUNTY Health Department to site visit all programs covered by this Agreement. Agreement costs disallowed as the result of such audits, review or site visits will be the sole responsibility of STATE. If an Agreement cost is disallowed after reimbursement has occurred. STATE will make prompt repayment of such costs.

## 9. 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.

## 10. 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 C42 UESUC: §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.

## 11. 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.

## 12. Integration

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

## 13. Record Confidentiality

STATE agrees to keep all client records confidential in accordance with state and federal statutes and rules governing confidentiality.

## 14. Early Termination

A. Violation of any of the rules, procedures, attachments, or conditions of this Agreement may, at the option of either party, be cause for termination of the Agreement and, unless and until corrected, of funding support by COUNTY and services by STATE, or be cause for placing conditions on said funding and/or services, which may include withholding of funds. Waiver by either party of any violation of this Agreement shall not prevent said party from invoking the remedies of this paragraph for any succeeding violations of this Agreement.

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

C. 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 to provide a service under this Agreement.

2) Upon notice if STATE fails to start-up services on the date specified in this Agreement, or if STATE fails to continue to provide service for the entire Agreement period.

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

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

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

E. 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.

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

**OREGON HEALTH DIVISION**

By *[Signature]*

Date 1/27/95

Federal ID Number 936001752

**MULTNOMAH COUNTY, OREGON**

By *[Signature]*  
Beverly Stein  
Multnomah County Chair

Date February 16, 1995

**HEALTH DEPARTMENT**

By *[Signature]*  
Billi Odegaard Director

Date 1/30/95

**HEALTH DEPARTMENT**

By *[Signature]*  
Program Manager

Date 1-26-95

**REVIEWED:**

LAURENCE B. KRESSEL,  
County Counsel

By: *[Signature]*  
Katie Gaetjens

Date: 2/7/95

**APPROVED MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS**  
AGENDA # C-1 DATE 2/16/95  
DEB BOGSTAD  
BOARD CLERK

MEETING DATE: FEB 16 1995

AGENDA NO: C-2

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

**SUBJECT:** Director Custody Designees

**BOARD BRIEFING**      **Date Requested:** \_\_\_\_\_

**Amount of Time Needed:** \_\_\_\_\_

**REGULAR MEETING:**      **Date Requested:** \_\_\_\_\_

**Amount of Time Needed:** 3 Minutes

**DEPARTMENT:** \_\_\_\_\_      **DIVISION:** Community & Family Services

**CONTACT:** Cathy Horey      **TELEPHONE #:** 248-5464 ext. 4447

**BLDG/ROOM #:** 160/6th Floor

**PERSON(S) MAKING PRESENTATION:** Lorenzo Poe/Cathy Horey

**ACTION REQUESTED:**

INFORMATIONAL ONLY     POLICY DIRECTION     APPROVAL     OTHER

**SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):**

Routine Request for Director Custody Designees

No Budget Impact

See Attached Briefing Memo

*2/16/95 copies to CATHY HOREY*

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1995 FEB - 8 AM 10:38

**SIGNATURES REQUIRED:**

**ELECTED OFFICIAL:** \_\_\_\_\_

OR

**DEPARTMENT MANAGER:** *Lorenzo Poe*

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

**Any Questions: Call the Office of the Board Clerk 248-3277/248-5222**

0516C/63



# MULTNOMAH COUNTY OREGON

COMMUNITY AND FAMILY SERVICES DIVISION  
ADULT MENTAL HEALTH PROGRAM  
426 SW STARK, 6TH FLOOR  
PORTLAND, OREGON 97204  
(503) 248-5464 FAX (503) 248-3926  
TDD (503) 248-3598

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • 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

FROM: LOLENZO POE, DIRECTOR  
COMMUNITY AND FAMILY SERVICES DIVISION

*Lorenzo Poe*

TODAY'S DATE: February 2, 1995

REQUESTED PLACEMENT DATE: ASAP

RE: DIRECTOR'S CUSTODY DESIGNATION

RECEIVED

FEB 03 1995

COUNTY COUNSEL FOR  
MULTNOMAH COUNTY, OR

I. Recommendation/Action Requested:

Ratification of the changes in the list of designees for Director Custody Holds (mental health holds).

II. Background/Analysis:

In 1987 the Board of County Commissioners ratified the participation of Multnomah County in the authority to place Director Custody Holds. ORS 426.215 enables a designee of the Community Mental Health Program Director to cause police to transport an allegedly mentally ill person dangerous to self or others to local hospitals for investigation prior to a possible court hearing for commitment to the state mental health division.

In 1994 2,700 people were placed on a hold. While many people are released a majority of people placed on a hold by a mental health director designee end up being committed to the state hospital which suggests that this hold is not used indiscriminately when less restrictive, alternative methods can be used to meet the needs of people with mental illness. The Psychiatric Emergency Operations Team, which includes staff from the County, hospitals, law enforcement agencies, and mental health agencies, reviews interorganizational coordination.

III. Financial Impact:

No impact.

IV. Legal Issues:

The rules governing Director Custody Holds are found in ORS 426.233.

- V. Controversial Issues:  
Process has been in effect since 1987. We see no current political controversy in this matter.
- VI. Link to Current County Policies:  
This is consistent with current County policies.
- VII. Citizen Participation:  
We do not anticipate citizen involvement at this meeting.
- VIII. Other Government Participation:  
There are no other jurisdiction/county departments affected.

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

In the Matter of Authorizing	)	
Designees of the Mental Health	)	RESOLUTION
Program Director to Direct a Peace	)	95- 35
Officer to Take an Allegedly Mentally	)	
Ill Person into Custody	)	

WHEREAS, if authorized by a county governing body, a designee of a mental health program director may direct a peace officer to take into custody a person whom the designee has probable cause to believe is dangerous to self or others and whom the designee has probable cause to believe is in need of immediate care, custody, and treatment for mental illness; and

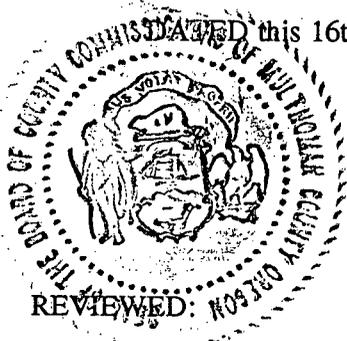
WHEREAS, there is a current need for specified designees of the Multnomah County Mental Health Program Director to have the authority to direct a peace officer to take an allegedly mentally ill person into custody; and

WHEREAS, all the designees listed below have been specifically recommended by the Mental Health Program Director and meet the standards established by the Mental Health Division; now therefore

IT IS HEREBY ORDERED that the individuals listed below are authorized as designees of the Mental Health Program Director for Multnomah County to direct any peace officer to take into custody a person whom the designee has probable cause to believe is dangerous to self or others and whom the designee has probable cause to believe is in need of immediate care, custody or treatment for mental illness:

Added to the list of designees are:

- |                    |               |
|--------------------|---------------|
| Kathleen Goldstein | (564-75-1175) |
| Frederick J. Speck | (002-34-9341) |
| Carol Foley        | (284-46-2407) |
| Dorothy Wilson     | (047-48-2251) |
| Andrea Ashcroft    | (585-30-6354) |
| Kate Poland        | (333-56-4569) |
| Diane Ponder       | (568-96-0736) |
| Laura Luzzi        | (155-62-9606) |
| Mark S. Soine      | (544-68-6438) |



ADOPTED this 16th day of February, 1995.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

*Beverly Stein*  
 \_\_\_\_\_  
 Beverly Stein, Chair

LAURENCE KRESSEL, COUNTY COUNSEL  
MULTNOMAH COUNTY, OREGON

By *Katie Gaetjens* 2/7/95  
 \_\_\_\_\_  
 Katie Gaetjens, Assistant Counsel

FEB 16 1995

MEETING DATE: \_\_\_\_\_

AGENDA NO: C-3

(Above Space for Board Clerk's Use Only)

AGENDA PLACEMENT FORM

SUBJECT: Ratification of a Revenue Agreement with Regional Drug Initiative

BOARD BRIEFING Date Requested: \_\_\_\_\_

Amount of Time Needed: 5 Minutes

REGULAR MEETING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_ DIVISION Community and Family Services

CONTACT: Carolynne Webber TELEPHONE #: 248-3691 x2583

BLDG/ROOM #: 161/200

PERSON(S) MAKING PRESENTATION: Lorenzo Poe/Norma Jaeger/Carol Stone

ACTION REQUESTED:

INFORMATION ONLY  POLICY DIRECTION  APPROVAL  OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Approval of the attached Intergovernmental Agreement between the Multnomah County Community and Family Services Division's Alcohol and Drug Program Office and the Regional Drug Initiative (RDI). This agreement passes on \$268,272 in Federal funds administered by RDI to reimburse County for personnel and motor pool expenses.

*2/16/95 ORIGINALS TO CAROLYNNE WEBBER*

SIGNATURES REQUIRED:

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

OR

DEPARTMENT MANAGER/DIVISION DIRECTOR: *Lorenzo Poe*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Question: Call the Office of the Board Clerk 248-5222

(WPD0C)

6/93

BOARD OF  
COUNTY COMMISSIONERS  
1995 FEB - 8 AM 10:38  
MULTNOMAH COUNTY  
OREGON



# MULTNOMAH COUNTY OREGON

COMMUNITY AND FAMILY SERVICES DIVISION  
ADMINISTRATIVE OFFICES  
421 S.W. FIFTH AVENUE, 2ND FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3691 / FAX (503) 248-3379  
TDD (503) 248-3598

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • 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: Board of County Commissioners

FROM: Lorenzo T. Poe, Jr., Director *Lorenzo Poe Jr.*  
Community and Families Services Division

DATE: January 17, 1995

REQUESTED PLACEMENT DATE:

RE: Approval of a Revenue Agreement with Regional Drug Initiative

### I. Action Requested:

Approval of an Intergovernmental Revenue Agreement with Regional Drug Initiative.

### II. Background/Analysis:

The contract attached renews an agreement in which the Regional Drug Initiative (RDI) and Multnomah County Children and Families Services Division's Alcohol and Drug Program office agree to participate in this multi-agency effort by working together to continue the implementation and operation of programs to combat drug abuse in Multnomah County. The RDI will pass \$268,272 in federal funding from the Office of Substance Abuse and Prevention to Multnomah County to operate the program.

### III. Financial Impact:

This is a five year federal Community Partnership grant from the Office of Substance Abuse and Prevention (OSAP) which is subject to renewal every six months. It is anticipated the grant award will be renewed again after the June 30, 1995 expiration of this agreement. The award amount for this six month period is \$268,272.

### IV. Legal Issues: N/A

### V. Controversial Issues: N/A

### VI. Link to Current County Policies:

For many years the County has been involved with and supportive of mental health services for its' citizens. Alcohol and drug services are one part of the mental health service system.

VII. Citizen Participation:

The Regional Drug Initiative Task Force is comprised of a cross section of persons from the public and private sector.

VIII. Other Government Participation:

The Portland Public School District, Multnomah County School Districts, City of Gresham Police Department, City of Portland Police Department, Multnomah County Sheriffs Office, the City of Portland and Clackamas County are all participants in and supporters of the goals of this agreement.

AN EQUAL OPPORTUNITY EMPLOYER

**MULTNOMAH COUNTY  
CONTRACT APPROVAL FORM**  
(See Administrative Procedures CON-1)

Contract # 104245

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

<p align="center"><b>CLASS I</b></p> <p><input type="checkbox"/> Professional Services under \$25,000</p>	<p align="center"><b>CLASS II</b></p> <p><input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCRB Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p>	<p align="center"><b>CLASS III</b></p> <p><input type="checkbox"/> Intergovernmental Agreement</p> <p><input checked="" type="checkbox"/> Intergovernmental Revenue Agreement</p> <p align="center"><b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b></p> <p>AGENDA # <u>C-3</u> DATE <u>2/16/95</u></p> <p align="center"><u>DEB BOGSTAD</u> <b>BOARD CLERK</b></p>
---	---	--

Department: \_\_\_\_\_ Division: COMMUNITY & FAMILY SERVICES Date: JANUARY 13, 1995

Contract Originator: \_\_\_\_\_ Phone: \_\_\_\_\_ Bldg/Room: \_\_\_\_\_

Administrative Contact: CAROLYNNE WEBBER Phone: 248-3691 X2583 Bldg/Room: 161/200

Description of Contract: Renewal of a semi-annual agreement for Revenue from RDI to provide staff for the joint Alcohol and Drug services in Multnomah County for the last half of FY 94/95.

RFP/BID #: N/A Revenue IGA Date of RFP/BID: \_\_\_\_\_ Exemption Expiration Date: \_\_\_\_\_

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

<p>Contractor Name: <u>REGIONAL DRUG INITIATIVE</u></p> <p>Mailing Address: <u>522 SW 5TH, SUITE 1310</u> <u>PORTLAND OR 97204</u></p> <p>Phone: <u>294-7074 (FAX 294-7044)</u></p> <p>Employer ID# or SS#: <u>N/A</u></p> <p>Effective Date: <u>JANUARY 1, 1995</u></p> <p>Termination Date: <u>JUNE 30, 1995</u></p> <p>Original Contract Amount: \$ _____</p> <p>Total Amt of Previous Amendments: \$ _____</p> <p>Amount of Amendment: \$ _____</p> <p>Total Amount of Agreement: \$ <u>268,272</u></p>	<p>Remittance Address (if different) _____</p> <p>Payment Schedule _____ Terms _____</p> <p><input type="checkbox"/> Lump Sum \$ _____ <input type="checkbox"/> Due on Receipt</p> <p><input type="checkbox"/> Monthly \$ _____ <input type="checkbox"/> Net 30</p> <p><input type="checkbox"/> Other \$ _____ <input type="checkbox"/> Other</p> <p><input type="checkbox"/> Requirements contract - Requisition Required</p> <p>Purchase Order No. _____</p> <p><input type="checkbox"/> Requirements Not to Exceed \$ _____</p> <p>Encumber: Yes <input type="checkbox"/> No <input type="checkbox"/></p>
---	--

REQUIRED SIGNATURES:  
Department Manager: *Lorenzo Paez* Date: 2/3/95

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

County Counsel: *Katie Gault* Date: 2/3/95

County Chair/Sheriff: *Willy O'Neil* Date: February 16, 1995

Contract Administration: \_\_\_\_\_ Date: \_\_\_\_\_  
(Class I, Class II Contracts Only)

VENDOR CODE				VENDOR NAME				TOTAL AMOUNT: \$			
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIP	AMOUNT	INC DEC IND
01.	156	010	1110						REVENUE-2102	268,272	

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

## AGREEMENT

An agreement between the Regional Drug Initiative ("RDI") and Multnomah County ("County" or "Contractor") to provide staff assistance to the Regional Drug Initiative.

### RECITALS:

1. The Regional Drug Initiative, a legal entity formed by intergovernmental Agreement, pursuant to ORS 190.010(5), (RDI) seeks to continue an effort with Multnomah County to implement programs and services to combat drug abuse in Multnomah County.
2. The County (Contractor) seeks to enter into an agreement with RDI to delineate the means by which the County will be reimbursed for personnel and motor pool costs for RDI staff.
3. The period of the contract is from January 1, 1995 through June 30, 1995.

### AGREED:

#### I. Scope of Services

The County (Contractor) will provide staffing to perform the duties as outlined in the attached job descriptions.

#### II. Compensation and Method of Payment

The County (Contractor) will be compensated by RDI for personnel and motor pool costs incurred. Payment to the County for eligible expenses will be made not more frequently than monthly upon submission of a statement of expenditures from the County. Supporting documentation of actual expenditures must be included in these submissions. Total compensation to the County for the period of January 1, 1995 through June 30, 1995, shall not exceed \$268,272. Personnel costs shall be for the following positions:

Program Administrator	1.00 FTE
Community Liaisons (4)	4.00 FTE
Senior Office Assistant	1.00 FTE
Program Development Specialist	.60 FTE
Office Assistant II	.50 FTE
Program Development Specialist (3)	3.00 FTE
Lead Program Development Specialist	1.00 FTE
Office Assistant II	1.00 FTE

Estimated motor pool costs are \$1,200.

### III. Project Manager

The RDI Project Manager shall be Carol Stone or such other person as shall be designated in writing by the Mayor.

The Project Manager is authorized to approve work and billings hereunder, to give notices referred to herein, to terminate this Agreement as provided herein, and to carry out any other RDI actions referred herein.

### IV. General Contract Provisions

- A. **TERMINATION FOR CAUSE.** If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his/her obligations under this Agreement, or if the Contractor shall violate any of the covenants, agreements or stipulations of this Agreement, RDI shall have the right to terminate this Agreement by giving written notice to the Contractor of such termination and specifying the effective date thereof at least 30 days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Agreement shall, at the option of RDI, become the property of RDI and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

Notwithstanding the above, the Contractor shall not be relieved of liability to RDI for damage sustained by RDI by virtue of any breach of the Agreement by the Contractor, and RDI may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due RDI from the Contractor is determined.

- B. **TERMINATION FOR CONVENIENCE.** RDI and Contractor may terminate this Agreement at any time by mutual written agreement. If the Agreement is terminated by RDI as provided herein, the Contractor will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Contract by this Agreement less payments of compensation previously made.
- C. **REMEDIES.** In the event of termination under Section A hereof by RDI due to a breach by the Contractor, then RDI may complete the work either itself or by agreement with another contractor, or by a combination thereof. In the event the cost of completing the work exceeds the amount actually paid to the Contractor hereunder plus the remaining unpaid balance of the compensation provided herein, then the Contractor shall pay to RDI the amount of excess.

The remedies provided to RDI under Section A and C hereof for a breach by the Contractor shall not be exclusive. RDI also shall be entitled to any other equitable and legal remedies that are available.

In the event of breach of this Agreement by RDI, then the Contractor's remedy shall be limited to termination of the Agreement and receipt of payment as provided in Section B hereof.

- D. **CHANGES.** RDI may, from time to time, request changes in the scope of services or terms and conditions hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, shall be incorporated in written amendments to this Agreement. Any change that increases the amount of compensation payable to the Contractor must be approved by ordinance of the RDI Task Force.
- E. **MAINTENANCE OF RECORDS.** The Contractor shall maintain records on a current basis to support its billings to RDI. RDI or its authorized representative shall have the authority to inspect, audit, and copy on reasonable notice and from time to time any records of the Contractor regarding its billings or its work hereunder. The Contractor shall retain these records for inspection, audit, and copying for three years from the date of completion or termination of this Agreement.
- F. **AUDIT OF PAYMENTS.** RDI, either directly or through a designated representative, may audit the records of the Contractor at any time during the three-year period established by Section E above.

If an audit discloses that payments to the Contractor were in excess of the amount to which the Contractor was entitled, the Contractor shall repay the amount of the excess to RDI.

- G. **INDEMNIFICATION.** The Contractor shall hold harmless, defend, and indemnify RDI and RDI's officers, agents and employees against all claims, demands, actions, and suits (including all attorney fees and costs) brought against any of them arising from the Agreement. Contractor's indemnification obligation is subject to, and within the limits of, the Oregon Tort Claims Act, ORS 30.260 through 30.300.
- H. **LIABILITY INSURANCE.** The Contractor shall maintain public liability and property damage insurance that protects the Contractor and RDI actions, and suits for damage to property or personal injury, including insurance shall provide coverage for not less than \$200,000 for personal injury to each person, \$500,000 for each occurrence involving property damages; or a single limit policy of not less than \$500,000 covering all claims per occurrence. The insurance shall be without prejudice to coverage otherwise existing and shall name as additional insured RDI and its officers, agents, and employees. The insurance shall provide that it shall not terminate or be canceled without 30 days' written notice first being given to RDI Project Manager. Notwithstanding the naming of additional insureds, the insurance shall protect each insured in the same manner as though a separate policy has been issued to each, but nothing herein shall operate to increase the insurer's liability as set forth elsewhere in the policy beyond the amount or amounts for which the insurer would have been liable if only one person or interest had been named as insured. The coverage must apply as to claims between insureds on the policy. The limits of the insurance shall be subject to statutory changes as to maximum limits of liability imposed on municipalities of the State of Oregon during the term of this Agreement.

The Contractor shall maintain on file with RDI a certificate of insurance certifying the coverage required under this section. Failure to maintain liability insurance shall be cause for immediate termination of this agreement by RDI.

In lieu of filing the certificate of insurance required herein, Contractor shall furnish a declaration that Contractor is self-insured for public liability and property damage for a minimum of the amounts set forth in 30.270.

- I. **WORKER'S COMPENSATION INSURANCE.** The Contractor shall obtain workers' compensation insurance coverage for all of its workers, employees and subcontractors either as a carrier-insured employer or a self-insured employer, as provided by Chapter 656 of the Oregon Revised Statutes, before this Agreement is executed. A certification of insurance, or copy thereof, shall be attached to this Agreement, and shall be incorporated herein and made a term and part of this Agreement. The Contractor further agrees to maintain workers' compensation insurance coverage for the duration of this Agreement.

In the event the Contractor's workers' compensation insurance coverage expires during the term of this Agreement, the Contractor agrees to timely renew its insurance, either as a carrier-insured employer or a self-insured employer as provided by Chapter 656 of the Oregon Revised Statutes, before its expiration, and the Contractor agrees to provide RDI such further certification of worker's compensation insurance as renewals of said insurance occur. In lieu of filing the certificate of insurance required herein, Contractor shall furnish a declaration that Contractor is self-insured for public liability and property damage for a minimum of the amounts set forth in 30.270.

- J. **SUBCONTRACTING AND ASSIGNMENT.** The Contractor shall not subcontract its work under this Agreement, in whole or in part, without the written approval of RDI. The Contractor shall require any approved subcontractor to agree, as to the portion subcontracted, to fulfill all obligations of the Contractor as specified in this Agreement. Notwithstanding RDI approval of a subcontractor, the Contractor shall remain obligated for full performance hereunder, and RDI shall incur no obligation other than its obligations to the Contractor hereunder. The Contractor agrees that if subcontractors are employed in the performance of this Agreement, the Contractor and its subcontractors are subject to the requirements and sanctions of ORS Chapter 656, Worker's Compensation. The Contractor shall not assign this Agreement in whole or in part or any right or obligation hereunder, without prior written approval of RDI.

- K. **INDEPENDENT CONTRACTOR STATUS.** The Contractor is engaged as an independent contractor and will be responsible for any federal, state, or local taxes and fees applicable to payments hereunder.

The Contractor and its subcontractors and employees are not employees of RDI and are not eligible for any benefits through RDI, including without limitation federal social security, health benefits, workers' compensation, unemployment compensation, and retirement benefits.

- L. **REPORTING REQUIREMENTS.** No RDI officer or employee, during his or her tenure of for one year thereafter, shall have any interest, direct, or indirect in this Agreement or the proceeds thereof.

No RDI officer or employees who participate in the award of this Agreement shall be employed by the Contractor during the period of the Agreement.

- N. **CONTRACT ADMINISTRATION.** The Contractor will comply with the provisions of the OMB Circular A-128, particularly regarding cash depositories, program income, standards for financial management systems, property management, procurement standards and audit requirement. The Contractor is required to submit two copies of their audit in conformance with A-128 no later than 30 days after its completion.

Additionally, the Contractor, shall comply with the provision of OMB Circular A-87, Cost Principles for State and Local Governments.

- O. **OREGON LAW AND FORUM.** This Agreement shall be construed according to the law of the State of Oregon.

Any litigation between RDI and the Contractor arising under this Agreement or out of work performed under this Agreement shall occur, if in the state courts, in the Multnomah County court having jurisdiction thereof, and if in the federal courts, in the United States District Court for the State of Oregon.

- P. **AVAILABILITY OF FUNDS.** It is understood by all parties to this Agreement that the funds used to pay for services provided herein are provided by RDI solely through the RDI Trust Fund. In the event that funding is reduced, recaptured, or otherwise made unavailable to the city, RDI reserves the right to terminate the Agreement as provided under Section B hereof, or change the scope of services as provided under section D hereof.

- Q. **COMPLIANCE WITH LAWS.** In connection with its activities under this Agreement, the Contractor shall comply with all applicable federal, state, and local laws and regulations.

V. Period of Agreement

This agreement shall be in effect for the period starting January 1, 1995 and ending June 30, 1995.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 1995.

In witness whereof, the parties hereto have caused this Agreement to be executed by their authorized officers.

REGIONAL DRUG INITIATIVE:

MULTNOMAH COUNTY, OREGON:

By \_\_\_\_\_  
Vera Katz Date  
RDI Chair

By Norma Jaeger 1-31-95  
Norma Jaeger Date  
Program Manager

By \_\_\_\_\_  
John Trachtenberg Date  
RDI Vice Chair

By Lorenzo T. Poe, Jr. 2/3/95  
Lorenzo T. Poe, Jr. Date  
Division Director  
Children and Families Services Division

By Beverly Stein  
Beverly Stein, Date 2/16/95  
Multnomah County chair

REVIEWED:

Laurence Kressel, County  
Counsel for Multnomah County, Oregon

By Katie Gaetjens  
Katie Gaetjens Date  
2/3/95

MEETING DATE: FEB 16 1995

AGENDA NO.: C-4

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: COOPERATIVE PURCHASING AGREEMENT RENEWAL / STATE OF OREGON

BOARD BRIEFING Date Requested: NONE

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: FEBRUARY 9, 1995

Amount of Time Needed: 5 minutes

DEPARTMENT: MSS

DIVISION: PURCHASING, CONTRACTS,  
& CENTRAL STORES

CONTACT: LILLIE M. WALKER

TELEPHONE #: 248-5111 x3596

BLDG/ROOM #: 421 / 1st flr

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

**ACTION REQUIRED**

INFORMATION ONLY     POLICY DIRECTION     APPROVAL     OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

**Request of Board of County Commissioners, acting as PCRB, for an exemption to contract with**

*2/16/95 ORIGINALS TO LILLIE WALKER*

**SIGNATURE REQUIRED**

ELECTED OFFICIAL: \_\_\_\_\_  
OR  
DEPARTMENT MANAGER: *[Signature]* \_\_\_\_\_ *[Signature]* \_\_\_\_\_

1995 FEB - 8 AM 10:37  
CLERK OF COUNTY COMMISSIONERS  
OREGON

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

Any Questions: Call the Office of the Board Clerk, 248-3277/248-5222.



**CONTRACT APPROVAL FORM**  
(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 500385  
Amendment # \_\_\_\_\_

<p><b>CLASS I</b></p> <p><input type="checkbox"/> Professional Services under \$25,000</p>	<p><b>CLASS II</b></p> <p><input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCR B Contract</p> <p><input type="checkbox"/> Maintenance Agreement.</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p>	<p><b>CLASS III</b></p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p><b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b></p> <p>AGENDA # <u>C-4</u> DATE <u>2/16/95</u></p> <p><u>DEB BOGSTAD</u></p> <p><b>BOARD CLERK</b></p>
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Department MSS Division Purchasing, Contracts, and Central Stores Date 1-18-95

Contract Originator Lillie M. Walker Phone 248-5111 Bldg/Room 421/1st

Administrative Contact Ellen Bradley Mills Phone 248-5111 Bldg/Room 421/1st

Description of Contract Cooperative Purchasing Agreement Renewal

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

ORS/AR # \_\_\_\_\_ Contractor is  MBE  WBE  ORF

Contractor Name Dept of Admin Svcs/Purchasing Div

Mailing Address 1225 Ferry St SE, Salem OR 97310  
Attn: Cynthia Musgrove

Phone 503-378-4642

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

Effective Date March 1, 1995

Termination Date February 29, 1996

Original Contract Amount \$ \_\_\_\_\_

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

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

Total Amount of Agreement \$ \$150.00

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

**REQUIRED SIGNATURES:**

Department Manager \_\_\_\_\_

Purchasing Director Lillie M. Walker  
(Class II Contracts Only)

County Counsel Ellen Bradley Mills

County Chair / Sheriff \_\_\_\_\_

Contract Administration \_\_\_\_\_  
(Class I, Class II Contracts Only)

Encumber: Yes  No

Date \_\_\_\_\_

Date 1/23/95

Date 2/6/95

Date February 16, 1995

Date \_\_\_\_\_

VENDOR CODE		VENDOR NAME							TOTAL AMOUNT	\$	
981623		State of Ore/Admin Svcs/Purch.							150		00
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/DEC IND
01.	100	050	7440			6230				150.00	
02.											
03.											

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

STATE OF OREGON  
COOPERATIVE PURCHASING PROGRAM  
(ORCPP)



CINDY MUSGROVE  
PROGRAM COORDINATOR  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
PURCHASING DIVISION  
1225 FERRY STREET SE  
SALEM, OR 97310

## PROGRAM QUALIFICATIONS

Thank you for expressing an interest in participating in the Oregon Cooperative Purchasing Program. So that your organization may participate in the program it must meet one of the following qualifications.

Mark the qualification, A, B, C or D, that best describes your organization and submit the requested documentation with the signed Oregon Cooperative Purchasing Agreement.

My organization Multnomah Cnty Purchasing is a:

A.  Division or unit of local government having separate autonomy such as Oregon counties, cities, municipalities or other public corporate entities having local governing authority. A United States governmental agency or American Indian tribe or agency.

B.  Qualified nonprofit agency for disabled individuals participating in the program set forth in ORS 279.820 to 279.850.

\* If your organization meets qualification B it must be certified as a Qualified Rehabilitation Facility with the Purchasing Division's Special Programs Coordinator. Information regarding certification is available by calling 373-1250.

C.  Residential program under contract with the Department of Human Resource (DHR) or a division thereof to provide services to youth in the custody of the state.

\* If your organization meets qualification C provide us with a letter from DHR or division thereof confirming your contract with them. The letter **must be on agency letter head** and contain the following information:

a.  Scope of contract, what service is being provided.

b.  Contract number

c.  Starting and expiration dates of contract.

d.  State Contract Administrator's, name, original signature, mailing address & telephone number.

D.  Public benefit corporation "as defined in ORS 65.001 that provides public services either under contract with a state agency, as defined in ORS 171.133, or under contract with a unit of local government, as defined in ORS 190.003, that funds the contract, in whole or in part with state funds."

\* To qualify under qualification D, your organization must meet the requirements listed in D1, D2, D3 and must submit to us required information in D4.

D1. Is an active status Domestic, Nonprofit Corporation which is (must be one of the following):

a. Formed as a public benefit corporation pursuant to ORS 65.044 to 65.067;

b. Designed as a public benefit corporation designated by statute;

c. Recognized as tax exempt under section 501 (c) (3) of the Internal Revenue Code of 1986 or

d. Otherwise organized for public or charitable purpose in accordance with its articles of incorporation and bylaws;

Qualification D continues on the back of this page.

D2. Is restricted so that on dissolution it must distribute its assets to (must be one of the following)

- a. An organization organized for a public or charitable purpose;
- b. A religious corporation;
- c. The United States of America;
- d. A state of the United States of America, or
- e. A person who is recognized as exempt under section 501 (c) (3) of the Internal Revenue Code of 1986;

D3. IS NOT a "religious corporation" as defined in ORS 65.001(33).

D4. Submit a letter from the State or Local government agency confirming your contract with them. The letter **must be on agency letter head** and contain all the following information:

- a.  Scope of contract, what service is being provided.
- b.  Contract number
- c.  Starting and expiration dates of contract.
- d.  Contract Administrator (State or Local Government) must verify that the contract is funded by State funds in part or in whole.
- e.  Contract Administrator's (State or Local Government):  
name, original signature, mailing address & telephone number.

## OREGON COOPERATIVE PURCHASING AND ADVERTISEMENT AGREEMENT

This Oregon Cooperative Purchasing Agreement ("Agreement") is entered into pursuant to ORS 190.110, 190.240, 279.855 and 656.753 (2) by and between the State of Oregon, acting by and through its Department of Administrative Services (DAS), Purchasing Division ("State"), and Multnomah Cnty Purchasing a Qualified Non-State Agency ("Qualified Agency"), as defined in ORS 190.003, 190.110 (1), 190.240, 279.855 (1) through (3) or 656.005 (24) and 656.752.

1. **Purpose:** The State allows Qualified Non-State Agencies which enter into Oregon Cooperative Purchasing Agreements to participate in the Oregon Cooperative Purchasing Program ("ORCPP"). Qualified Agency desires to participate in the ORCPP and therefore enters into this Agreement with State. It is understood that Qualified Agency's execution of this Agreement and payment of the program administration fee allows, but does not obligate, Qualified Agency to use the ORCPP services provided by the State.
2. **Term of Agreement:** This Agreement, which is effective as of the date it is signed by the State, shall remain in effect for one year from the effective date and, unless renewed, shall terminate on 2-29-96.
3. **Agreement Renewal:** This Agreement may be renewed for one-year extension periods upon mutual agreement of the State and Qualified Agency. Notice of intent to renew shall be submitted in writing to the State's ORCPP Coordinator at least 30 days prior to the termination date set forth in paragraph 2, above.
4. **Responsibilities of the State:** Upon the Qualified Agency's execution of this Agreement and payment of the program administration fee, the State shall:
  - A. **VIP Support Software:** Provide Qualified Agency with custom telecommunications software that will allow Qualified Agency access to the State's Vendor Information Program (VIP).
  - B. **Price Agreement Purchases:** Authorize Qualified Agency to place orders with contractors on State price agreements using Contract Release Order (CRO) forms. The State will provide contractors with a list of Qualified Agencies authorized to purchase from price agreements.
  - C. **Procedure:** Assign CRO forms and purchase request forms to Qualified Agency. Additional forms are available from the State upon request.
  - D. **Purchase Request Purchases:** Issue solicitation documents (Invitations to Bid or Request for Proposals) upon receipt of a Purchase Request. (Issuing solicitation documents consists primarily of the State preparing an Invitation to Bid or Request for Proposal that complies with Oregon's public purchasing statutes and rules, placing the document on the State's VIP system, and administering the procurement process.) The Purchase Request must have an estimated value of more than \$25,000 and must specify in detail the goods or trade services desired. The State will issue solicitation documents

upon receipt of a Purchase Request only if doing so will not result in duplication of existing State price agreements from which the Qualified Agency is authorized to purchase.

Upon request of the Qualified Agency, the State will assist in other aspects of the procurement process, such as bid or proposal evaluation and bid or proposal preparation for Qualified Agency award recommendation (Reference Fee Schedule B). Contracts shall be awarded to the lowest responsive, responsible bidder, or the best proposer, as appropriate, in accordance with the provisions of (i) the Oregon Revised Statutes ("ORS"), particularly chapter 279, and (ii) the Oregon Administrative Rules ("OAR"), particularly chapters 125 and 137. Following contract award, Qualified Agency shall be responsible for all matters of contract administration, such as but not limited to: inspection of goods, supervision of trade services contractors, and compliance with or enforcement of manufacturer or contractor warranties.

- E. **User and Vendor Information:** Information that (i) will allow Qualified Agency to transfer (upload) its ITBs and RFPs to the State's VIP system; (ii) on how to promote the use of the VIP system to the vendor community.
- F. **Automated Billing - Solicitation (Bid) Advertisement:** Provide detailed documentation supporting each State invoice, identifying the actual solicitations (ITBs and RFPs) transferred to, and advertised on the VIP system. This information will accompany each monthly invoice.
- 5. **Responsibilities of the Qualified Agency:** During the term of this Agreement, Qualified Agency shall:
  - A. **Price Agreement Purchases:** Complete and send to State, by the 10th day of each month, a monthly CRO Register, together with all blue copies of CRO's reporting purchases made from State price agreements during the preceding month.
  - B. **Negotiation:** Pursuant to OAR 137-30-090(5) and 137-30-105, relating to State procurement and contracting, Qualified Agency agrees not to use prices on State price agreements and purchase request procurements, or either of them, in an attempt to negotiate more favorable prices from contractors. Contractor prices on State contracts shall not be used for negotiation or any purpose other than purchases made in accordance with this Agreement.
  - C. **Solicitation Advertisement:** Transfer (upload) solicitations (ITBs and RFPs) information in a form and according to the process identified by the State.
  - D. **Responsibility for Content and Substance:** Take full and complete responsibility for the content and substance, as well as the grammatical and textual quality, of the solicitation information transferred to the VIP system.

6. **Consideration:** There is a cost for services provided by the Oregon Cooperative Purchasing Program. The Qualified Agency shall pay to the State an annual, non-refundable, program administration fee in the amount of \$150 upon execution of this Agreement and on each yearly anniversary thereafter while this Agreement remains in effect. There are additional "Service Charges" based on actual service usage.

Service charges for (i) individual purchases from price agreements and (ii) solicitation document development and procurement administration (iii) advertisement of Qualified Agency ITBs and RFPs will be invoiced at the end of each month according to Fee Schedules A, B and C.

Service charges are due and payable within 30 days of the date of the invoice. Past due accounts may result in assessment of late payment charges at the rate of eight percent (8%) per annum.

Note: The State reserves the right to change the Fee Schedule at any time, subject to the requirement to provide Qualified Agency with at least 30 days prior written notice.

**Fee Schedule A - Individual Usage of State's Price Agreements**

<u>Value of Contract Release Order</u>	<u>Service Charge</u>
\$ 0.00 to 199.99	\$ No Charge
\$ 200.00 to \$999.99	\$ 20.00
\$ 1,000.00 to \$ 4,999.99	\$ 50.00
\$ 5,000.00 to \$ 9,999.99	\$ 75.00
\$ 10,000.00 to \$ 49,999.99	\$ 100.00
\$ 50,000.00 to \$ 99,999.99	\$ 150.00
\$100,000.00 to \$499,999.99	\$ 300.00
\$500,000 and over	\$ 500.00

**Fee Schedule B - Solicitation Document Development**

- Invitations to Bid/ Preparation for award recommendation - \$300.00
- \* Invitations to Bid/ Combining State and Qualified Agency purchase requests - up to \$300.00
- \* Requests for Proposal- \$300.00 to \$500.00
- \* Proposal Evaluation/ Preparation for award recommendation - \$25.00 per hour.
- \* Each request will be evaluated for its complexity and estimated time involvement.

**Fee Schedule C - ITB/RFP Advertisement**

- (i) Qualified Agency shall pay \$45.00 for each ITB and RFP transferred (uploaded) to the VIP system if the estimated contract price is equal to or greater than \$25,000; (ii) Qualified Agency shall pay \$25.00 for each ITB and RFP transferred to the VIP system if the estimated contract price is less than \$25,000.

7. **Termination:** This Agreement may be terminated by either State or Qualified Agency upon 30 days' written notice. No such termination shall prejudice any rights or obligations of either party already accrued prior to the effective date of termination.
8. **Hold Harmless, Indemnity:** Qualified Agency shall defend, hold harmless and indemnify State, its divisions, officers, employees, agents and members from all claims, suits, or actions of whatsoever nature resulting from or arising out of the acts or omissions of Qualified Agency, or its officers, employees, agents or subcontractors, under this Agreement.
9. **Successors in Interest, Assignment:** The provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. Neither party shall assign or transfer its interest in this Agreement without the prior written consent of the other.
10. **Public Use:** Qualified Agency represents and warrants that all purchases made through the ORCPP shall be for public use and benefit only. No goods or services may be devoted to, or resold for, personal use or profit.
11. **Limitation of Liability:** Qualified Agency understands and agrees that the State makes no representation or warranty regarding the suitability, durability, merchantability or fitness for a particular purpose of any goods or services available through this Agreement. Qualified Agency agrees that the State shall not be subject to any claims, actions, or liability arising out of or in any way related to any defect, malfunction, or damage of any nature arising from or related to goods or services obtained from contractors through this Agreement. Further, the State shall not be liable for any direct, indirect, incidental or consequential damages sustained by Qualified Agency and arising out of or in any way related to goods or services obtained from contractors through this Agreement.
12. **Authorized Agents:** Qualified Agency agrees to (i) provide State a list of all persons authorized to sign Purchase Requests on behalf of the Qualified Agency, including samples of such persons' signatures, and (ii) immediately inform State of any change in authorized agents.
13. **Applicable Law, Venue:** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon. Qualified Agency agrees to comply with all laws, rules and ordinances applicable to this Agreement, including but not limited to, ORS 279.312, 279.314, 279.316 and 279.320. In the event of any litigation between the State and Qualified Agency arising out of or related to this Agreement, such litigation shall only be commenced and maintained in the Circuit Court of Marion County in Salem, Oregon.

14. **MERGER:** THIS AGREEMENT CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES. NO WAIVER, CONSENT, MODIFICATION OR CHANGE OF TERMS OR PROVISIONS OF THIS AGREEMENT SHALL BIND EITHER PARTY UNLESS IN WRITING AND SIGNED BY BOTH PARTIES. SUCH WAIVER, CONSENT, MODIFICATION OR CHANGE, IF MADE, SHALL BE EFFECTIVE ONLY IN THE SPECIFIC INSTANCE AND FOR THE SPECIFIC PURPOSE GIVEN. THERE ARE NO UNDERSTANDINGS, AGREEMENTS OR REPRESENTATIONS, ORAL OR WRITTEN, NOT SPECIFIED HEREIN REGARDING THIS AGREEMENT.

15. **Signatures:** Each party, by the signature below of its authorized representative, hereby acknowledges that it has read this Agreement, understands it, and agrees to be bound by its terms and conditions. Each person signing this Agreement represents and warrants to have the authority necessary to execute this Agreement.

**NON-STATE AGENCY**

**D.A.S. PURCHASING DIVISION**

Signature: *Lillie M. Walker*  
 Name: LILLIE M. WALKER  
 Title: DIRECTOR, PURCHASING, CONTRACTS  
& CENTRAL STORES  
 Date: 1-25-95

Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

By: *J. D. Boy*  
~~Director of Purchasing~~

**AGENTS AUTHORIZED TO SIGN PURCHASE REQUESTS ON BEHALF OF THE QUALIFIED NON-STATE AGENCY**

Signature: *Roger A. Bruno*  
 Name: Roger A. Bruno

Signature: *Shirley A. Schumann*  
 Name: Shirley A. Schumann

Signature: *Michael Dubesa*  
 Name: MICHAEL Dubesa

Signature: *Jeffrey B. Baer*  
 Name: Jeffrey B. Baer

Signature: *Franna Hathaway*  
 Name: Franna Hathaway

Signature: *Jon Groenlund*  
 Name: JON GROENLUND

Signature: *JAN M THOMPSON*  
 Name: JAN M THOMPSON

**IMPORTANT - COMPLETE THE INFORMATION FORM ON THE NEXT PAGE**

FOR AGENCY USE ONLY  
AGENCY #:  
ID:

INFORMATION FORM

AGENCY NAME: Multnomah County Purchasing / Agency C01260  
ADDRESS: 2505 SE 11th  
Portland OR 97202  
TEL. # 503-248-5111  
FAX # 503-248-3252

Person responsible for Contract Release Order Forms Ellen Bradley Mills  
TEL. # 503-248-5111 x 2768 FAX # 503-248-3252

Contact person for accounts payable issues Patrick Brun  
TEL. # 503-248-3316 FAX.#. 503-248-3292

LIST ALL DIVISIONS OR SECTIONS IN YOUR AGENCY AUTHORIZED UNDER THIS AGREEMENT

Multnomah County Purchasing, Contracts, & Central Stores  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Upon acceptance of your participation qualifications the State will provide communication software allowing you access to the VIP program. Please indicate the software disk size needed. (Check One)

     5 1/4 DD         5 1/4 HD         3 1/2 DD      XX   3 1/2 HD

Submit the following: Program qualification page, Oregon Cooperative Purchasing Agreement completed and signed, \$150.00 program administration fee and this information page.

SEND TO:  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
COOPERATIVE PURCHASING PROGRAM  
PURCHASING DIVISION  
1225 FERRY STREET SE  
SALEM, OR 97310

MEETING DATE: FEB 16 1995

AGENDA NO: C-5

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Request Approval of Repurchase Deed to Former Owner

BOARD BRIEFING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: \_\_\_\_\_

Amount of Time Needed: 5 minutes

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590

BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

**ACTION REQUESTED:**

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL  OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Request approval of Repurchase Deed to former owner, Delores K. Newell.

Deed D951160 and Board Order attached.

*2/16/95 ORIGINAL DEED & COPIES TO TAX TITLE*

**SIGNATURES REQUIRED:**

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

OR

DEPARTMENT MANAGER: *[Signature]* 1-25-95 Betty Welch

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222

CLERK OF BOARD OF  
MULTNOMAH COUNTY  
OREGON  
1995 FEB - 3 AM 10 36

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Execution of )  
Deed D951160 for Certain ) ORDER  
Tax Acquired Property to ) 95-36  
DELORES K. NEWELL )

It appearing that heretofore Multnomah County acquired the real property hereinafter described through foreclosure of liens for delinquent taxes, and that DELORES K. NEWELL is the former record owner thereof, and has applied to the county to repurchase said property for the amount of \$12,604.46 which amount is not less than that required by Section 275.180 ORS; and that it is for the best interests of the County that said application be accepted and that said property be sold to said former owner for said amount;

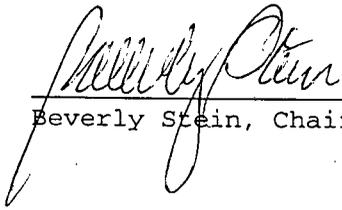
NOW, THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the former owner the following described property situated in the County of Multnomah, State of Oregon:

COLLEGIATE HEIGHTS  
LOT 24, BLOCK 7

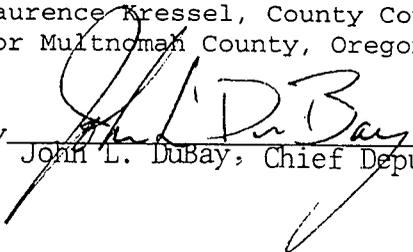
Dated at Portland, Oregon this 16th day of February , 1995.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
Beverly Stein, Chair

REVIEWED  
Laurence Kressel, County Counsel  
for Multnomah County, Oregon

By   
John L. DuBay, Chief Deputy

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

COLLEGIATE HEIGHTS  
LOT 24, BLOCK 7

The true and actual consideration paid for this transfer, stated in terms of dollars is \$12,604.46.

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:

4724 SE 46TH AVE  
PORTLAND OR 97206-5043

IN WITNESS, WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners. this 16th day of February, 1995, by authority of an Order of said Board of County Commissioners heretofore entered of record.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY OREGON

*Beverly Stein*  
Beverly Stein, Chair

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

By *John L. DuBay*  
John L. DuBay, Chief Deputy

DEED APPROVED:  
Janice Druian, Director  
Assessment & Taxation

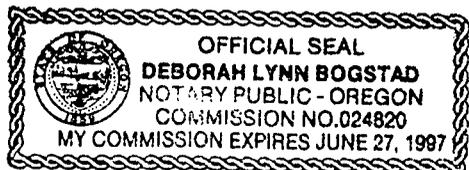
By *K.A. Jumberg*

After recording return to Multnomah County Tax Title PO Box 2716 Portland, Or 97208 166/200/Tax Collections

STATE OF OREGON )  
 ) ss  
COUNTY OF MULTNOMAH )

On this 16th day of February, 1995, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, 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 Multnomah County.

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



Deborah Lynn Bogstad  
Notary Public for Oregon  
My Commission expires: 6/27/97

MEETING DATE: FEB 16 1995

AGENDA NO: C-60

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Request Approval of Repurchase Deed to Former Owner

BOARD BRIEFING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: \_\_\_\_\_

Amount of Time Needed: 5 minutes

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590

BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

**ACTION REQUESTED:**

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL [ ] OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Request approval of Repurchase Deed to former owner, James D. Smith.

Deed D951169 and Board Order attached.

*2/10/95 ORIGINAL DEED & COPIES TO TAX TITLE*

**SIGNATURES REQUIRED:**

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

OR

DEPARTMENT MANAGER: *James M. Dineen* 1-25-95 *Betsy Wells*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222

MULTNOMAH COUNTY OREGON  
1995 FEB - 8 AM 10:00  
BOARD OF COUNTY COMMISSIONERS

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Execution of )  
Deed D951169 for Certain ) ORDER  
Tax Acquired Property to ) 95-37  
JAMES D. SMITH )

It appearing that heretofore Multnomah County acquired the real property hereinafter described through foreclosure of liens for delinquent taxes, and that JAMES D. SMITH is the former record owner thereof, and has applied to the county to repurchase said property for the amount of \$16,060.29 which amount is not less than that required by Section 275.180 ORS; and that it is for the best interests of the County that said application be accepted and that said property be sold to said former owner for said amount;

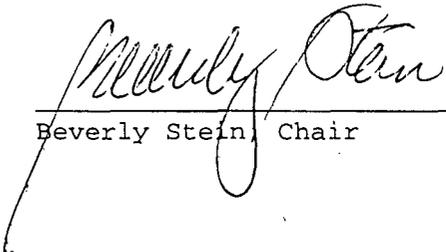
NOW, THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the former owner the following described property situated in the County of Multnomah, State of Oregon:

LAISSEZ FAIRE ESTATES  
CONDOMINIUM 85D  
CARPORT CP 16, PARKING SP P16

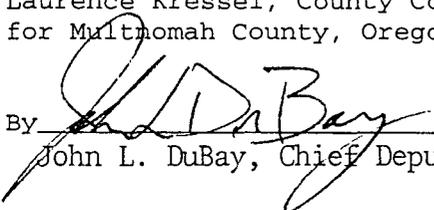
Dated at Portland, Oregon this 16th day of February, 1995.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
Beverly Stein, Chair

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

BY   
John L. DuBay, Chief Deputy

DEED D951169

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

LAISSEZ FAIRE ESTATES  
CONDOMINIUM 85D  
CARPORT CP 16, PARKING SP P16

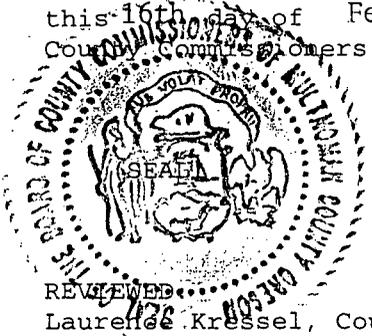
The true and actual consideration paid for this transfer, stated in terms of dollars is \$16,060.29.

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:

16065 SW BARRINGTON PLACE  
TIGARD OR 97334

IN WITNESS, WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 16th day of February, 1995, by authority of an Order of said Board of County Commissioners heretofore entered of record.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

*Beverly Stein*  
Beverly Stein, Chair

REVIEWED  
Laurence Kressel, County Counsel  
for Multnomah County, Oregon

By *John L. DuBay*  
John L. DuBay, Chief Deputy

DEED APPROVED:  
Janice Druian, Director  
Assessment & Taxation

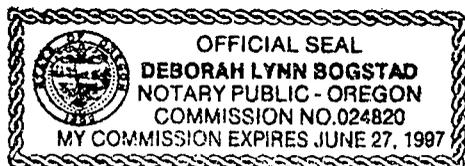
By *K. A. Juneberg*

After recording return to Multnomah County Tax Title PO Box 2716 Portland, Or 97208 166/200/Tax Collections

STATE OF OREGON )  
 ) ss  
COUNTY OF MULTNOMAH )

On this 16th day of February, 1995, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, 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 Multnomah County.

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



Deborah Lynn Bogstad  
Notary Public for Oregon  
My Commission expires: 6/27/97

MEETING DATE: FEB 16 1995

AGENDA NO: R-2

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Resolution To Approve FY 1995-96 Budget for the Division of Assessment & Taxation

BOARD BRIEFING Date Requested:

Amount of Time Needed:

REGULAR MEETING: Date Requested: February 16, 1995

Amount of Time Needed: 30 minutes

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Janice Druian TELEPHONE #: 248-3345 BLDG/ROOM #: 166/515

PERSON(S) MAKING PRESENTATION: Janice Druian & Betsy Williams

ACTION REQUESTED:

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL [ ] OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

House Bill 2338 requires counties to submit their approved Assessment & Taxation budget for review by the Oregon Department of Revenue no later than March 1, 1995, for the county to be able to share in the statewide "grant" revenue pool.

Prior approval of the A&T budget by Multnomah County Board of Commissioners is necessary before the grant document is submitted to the Department of Revenue.

2/16/95 CERTIFIED TRUE COPIES TO JANICE DRUIAN, DAVE WARREN & KERI HAROWICK; COPIES TO JANICE DRUIAN, DAVE WARREN, KERI HAROWICK & DAVE SOYER

SIGNATURES REQUIRED:

ELECTED OFFICIAL:

OR

DEPARTMENT MANAGER: Betsy Willia

CLERK OF COUNTY COMMISSIONERS MULTNOMAH COUNTY OREGON 1995 FEB - 6 AM 10:36

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222



# MULTNOMAH COUNTY OREGON

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

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • 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

FROM: Betsy Williams, Director *Betsy Williams*  
Department of Environmental Services

DATE: February 3, 1995

SUBJECT: Resolution to Approve FY 1995-96 Grant Budget for  
the Division of Assessment & Taxation

I. Recommendation/ Action Requested:

- . Approval of budget for Assessment and Taxation

II. Background/ Analysis:

- . House Bill 2338 (1989) requires all county offices of Assessment and Taxation to provide approved (by County Commissions) budgets to the DOR by March 1.

III. Financial Impact:

- . The submitted budget is within parameters of the budget constraint set for the general fund.
- . There is a decrease in estimated Pass-Through (from Tax Title foreclosed properties) to other taxing districts due to:
  - . increased effort to encourage homeowners to pay delinquent taxes;
  - . more repurchases for lump sum (as opposed to contracts);

- . more properties being made available to low-income housing programs (fewer auctioned properties); and
- . increased value of metro property (result - fewer foreclosures/ fewer auctions).

IV. Legal Issues:

- . n/a

V. Controversial Issues:

- . n/a

VI. Link to Current County Policies:

- . Almost all policies and procedures for the assessment, taxation and records management functions are covered by the Oregon Revised Statutes; The Tax Title function is governed by Multnomah County ordinances.

VII. Citizen Participation:

- . n/a

VIII. Other Government Participation:

- . This budget is reviewed and authorized by the Department of Revenue (DOR).



# MULTNOMAH COUNTY, OREGON

BOARD OF COUNTY COMMISSIONERS  
 BEVERLY STEIN  
 DAN SALTZMAN  
 GARY HANSEN  
 TANYA COLLIER  
 SHARRON KELLEY

BUDGET & QUALITY OFFICE  
 PORTLAND BUILDING  
 1120 S.W. FIFTH - ROOM 1400  
 P. O. BOX 14700  
 PORTLAND, OR 97214  
 PHONE (503)248-3883

TO: Barry Crook, Budget & Quality Manager  
 FROM: Keri Hardwick, DES Budget Analyst  
 DATE: February 8, 1995  
 SUBJECT: Assessment & Taxation Budget Request, FY 95-96

The Assessment and Taxation (A&T) Division's Budget Request has been reviewed by the Division, the Department of Environmental Services (DES) Administration and the Budget & Quality Office. This memo provides background and a short discussion of the issues and budget decisions that should be reviewed with the Chair's Office prior to the BCC approving the Budget. As you know, although A&T is part of the total DES budget, their budget must be reviewed and approved prior to the rest of the department because of State Department of Revenue regulations. An approved budget must be submitted to the DOR by March 1. They then review the budget and determine whether they believe the County has allocated sufficient resources to perform the mandated duties, and we are reimbursed for approximately 22.5% of eligible expenses. In 1993-94, this reimbursement was approximately 2.4 million dollars. Legislation has been proposed to allow A&T's budget to correspond to the same timelines as other County programs.

### Constraint

The constraint for General Fund program expenditures in A&T is \$565,358. This is the same amount as in the Adopted Budget for 1994-95. The budget request is \$564,376, under constraint by \$982. The constraint for the General Fund cash transfer to the A&T fund is \$7,557,694, the amount in the Adopted Budget less \$28,335 in carryover. The requested amount is \$7,546,634, under constraint by \$11,060. Since constraints are managed at the Department level, A&T's budget request as compared to constraint should only be viewed in the context of helping or hindering the Department making their constraint target.

### **Budget Summary:**

	<b>1993-94</b>	<b>1994-95</b>	<b>1994-95</b>	<b>1995-96</b>	
	<u>Actual</u>	<u>Current Estimate</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>	<u>Difference</u>
Staffing FTE	155.00	160.00	160.00	160.00	0.00
Total Costs	\$9,920,306	\$12,813,510	\$13,401,906	\$12,176,767	(\$1,225,139)
Program Revenues	\$5,613,371	\$6,947,093	\$7,502,799	\$6,546,770	(\$956,029)
General Fund Support	\$4,306,935	\$5,866,417	\$5,899,107	\$5,629,997	(\$269,110)

## **Significant Changes**

- FTE's: Although there was no net change in FTE's in the Division, positions were reallocated among the programs. An Appraisal Specialist was transferred from Personal Property to Residential Appraisals because the function of appraising houseboats has also been transferred to Residential Appraisals. A total of 1.68 FTE's of clerical staff were moved from Tax Title administration (.33), Board of Equalization support (.35) and Document Recording (1.00) into Tax Collections.
- Implementing recommendations from TRIM project: A&T has been undertaking a continuous quality improvement/business process re-engineering effort called TRIM (Tax Roll Maintenance) in FY 1994-95. The first two recommendations of that project are an imaging system and upgrades to the Intergraph GIS system. Both of these projects are more fully described below. The Budget Request includes \$158,100 in payments to finance \$657,000 in order to implement these projects.
- Tax Title program accounting change: In 1994-95, the expenditures for the Tax Title functions of both A&T and Facilities were made out of the A&T Fund, and were paid by a service reimbursement from the Tax Title Fund. In 1995-96, these expenditures will be made directly from the Tax Title Fund, eliminating what appears in the Adopted Budget as \$807,737 in expenditures and revenue. This figure only represents the transfer of money between the two funds. This does not indicate any change in the actual expenditures or revenue of the programs.
- Tax Title program: Sales from foreclosed properties are forecasted lower by \$350,000 for 1995-96 due to several factors: a new process assisting delinquent taxpayers to avoid foreclosure; more properties were repurchased with lump sum payments, thereby reducing contract revenues; increased property values have allowed refinancing to reduce foreclosures; and more properties are being transferred to non-profit organizations rather than sold. This reduction in revenue results in reduced pass-through to other jurisdictions, but does not impact County operations.
- Increases in document recording activity have resulted in a projected increase of \$290,000 (14.5%) for the General Fund.

## **Issues for Discussion**

### **1. Imaging System:**

A&T's TRIM project has resulted in a recommendation to purchase an imaging system in for the Document Recording program. The project is estimated at \$500,000 at this time, which would be financed over five years. This figure should be considered a reasonable estimate, but a truer estimation of costs will not be known until more information has been received from potential vendors. The study regarding the Recording function indicates that changing to an imaging system will allow one FTE to be transferred to Tax Collections, and reduce expenditures in Materials & Services and Capital by approximately \$80,720 annually because the new system will allow the streamlining of a currently cumbersome process.

The more important change is that this system will eliminate the need for A&T to take the document to be recorded from the citizen, keep track of it, photocopy it and mail it back. The document will only be out of the customer's possession for a few minutes while it is scanned. This represents a significant increase in customer service to those with documents to be recorded. This system will also create an increase in service to those who need to see recorded documents. As we will store a digital image rather than a photocopy, transferring and duplicating the document will be an easier process and will result in clearer copies.

### **2. GIS System Upgrade**

The current Intergraph system was purchased seven years ago, and the vendor has since made major technological changes in both hardware and software. They have indicated they will cease support for our current system. The estimated price is \$157,000, which will be financed for five years. The upgrades will provide a more efficient system for A&T, and will allow for more efficient transfer of information with the State and Metro.

Implementing this upgrade at A&T does not affect the choices of other County agencies regarding GIS, and it will allow A&T to more expediently create the base layer those other programs, and other outside agencies, need to have in place.

### **3. Legislative Issues**

There are currently five bills in the State legislature proposing limitations on appraised value. Aside from the revenue implications of these bills, each would also necessitate major, and costly, changes to the A&T systems. As each bill is different in its specifics, we are unable to estimate the potential costs of this change.

HB2325 shifts property tax appeals to a magistrates office which would be created in Tax Court. Counties would have to defend their work in this magistrate's court, which would likely increase our costs and require attorney's representation. In addition, if the taxpayer prevails, the taxpayer may recover all litigation costs from the defendant (County or DOR). No such provision is made if the County or State prevails.

The A&T reimbursement is also expected to be discussed in the current legislature. The bill creating it sunsets in 1997, but funding levels could be changed this year.

### **4. Board of Equalization**

The DES CBAC, the County Auditor and the Central CBAC dedicated fund review have all recommended separating support for the Board of Equalization from A&T. A variety of new locations for the BOE have been suggested. At first glance, this does not appear to be more than a small organizational change and should be a fairly simple recommendation to follow. However, as noted in the DES response to the County audit, this would be an expensive change to make. Furthermore, it is important to understand that no one suggesting this change has found anything other than a *perception* of a conflict of interest. Absolutely no evidence of a real conflict exists.

### **Budget Office Recommendations**

I concur with DES's recommendation regarding the Board of Equalization. Although it is unfortunate, there are many more critical areas for funding than relieving a perceived, but not actual, problem.

The two systems projects are the two new issues within A&T's budget which require policy direction. Since data processing on the whole is in a major state of change within the County, decisions regarding systems acquisitions, upgrades and changes are especially difficult. We must also recognize that although strategic planning efforts are underway, we must continue to conduct the business of the County, and continue to make improvements in that process even if they involve changes in information technology. We can strive, at this point in the process, to ensure decisions made today are forward thinking and conceptually in line with the strategic vision that has been developed to date. Under current County policies and ordinance, both of these projects must also be approved by the DPMC. It must be assumed that their review will also consider strategic factors.

Both of these projects make sense from the business perspective. They both result in cost saving efficiencies and allow us to more readily serve the needs of our citizen customers and government partners. The GIS project has no discernible impact on the County's overall GIS position. Because of these reasons, I believe the project should be funded. A discussion should take place regarding increasing DES's General Fund allocation in order to fund this entire project in FY 1995-96, because a one time \$100,000 increase would save approximately \$34,000 in interest over the next five years.

The imaging project is more difficult to recommend without hesitation. Again, from an efficiency and customer service standpoint, this project is extremely worthwhile, and I have no doubt that A&T and their customers would be far better served by this technological solution than by adding FTE's and Materials and Services funds to provide worse service at a higher cost. However, the implementation plan is incomplete, exactly what this

system will look like based on vendor specifications is not yet known, nor is the total price of the project. It is also true that county-wide imaging can not be a reality until the wide area network is in place. My recommendation is that the funding for the payment is left intact, because to do otherwise would result in more money being budgeted to perform the recording function, just in different categories. The Division and Department have agreed that once the full scope of the project is known, the first review as to the adequacy and strategic value of the project first be examined by the Department, and then by the DPMC. System implementation should only proceed when both those groups agree that this is our best long term solution.

cc: Beverly Stein, County Chair  
Board of County Commissioners  
Bill Farver, Executive Assistant  
Meganne Steele, Staff Assistant  
Betsy Williams, DES Director  
Mike Oswald, DES Management Analyst  
Rich Payne, DES Management Analyst  
Lance Duncan, DES Fiscal Specialist  
Janice Druian, A&T Director

## Description

The mission of Assessment and Taxation is to carry out all mandated functions within prescribed time frames with integrity, effectiveness, and excellent customer service, while prudently managing public resources. The Division is responsible for property assessment, tax collection, recording and records management, tax redemption and foreclosure, support of the Board of Equalization appeals process, and Tax Title account management. The Division issues marriage licenses and passports.

The Division provides State mandated services related to property law statutes and Department of Revenue administrative rules covering revenue and taxation (Chapter 300 of the Oregon Revised Statutes). All Assessment and Taxation methods, procedures and staffing levels are regulated by the Department of Revenue.

During 1994-95, the County entered into a new five-year lease that moved the offices of the Assessment and Taxation Division into the Commonwealth Building---the Board of Equalization and Residential Appraisal remain in the Morrison Building. Costs will remain the same with the new lease.

The 1995-96 budget includes funding for enhancements in two major computer systems financed by Certificates of Participation: 1) a \$150,000 graphics system upgrade in Records Management to improve the maintenance of graphic data; and, 2) a \$500,000 cashiering, imaging, and indexing system in Document Recording Services. Both of these changes are a result of the Division's TRIM project (Tax Roll Maintenance), a continuous quality improvement effort.

## Action Plan

- Continue implementation of "as needed appraisal" in current residential appraisal district, to allow for more attention to properties undergoing change and to improve efficiency and accuracy of appraisals.
- Implement first full cycle of procedural changes under the new Tax Title Ordinance.
- Implement Document Imaging System and graphics system upgrade.
- Complete move to the Commonwealth Building.

## Significant Changes - Revenues

	<b>Amount</b>
Increase in Document Recording revenues due to moderate interest rates and increased property acquisitions and re-financing	\$290,000
Decrease in sales of foreclosed properties	(350,000)
Accounting Change in Tax Title program	(807,737)

## Significant Changes - Expenditures

	<b>FTE's</b>	<b>Amount</b>
New imaging system and upgrades to GIS (first year's debt financing payment)	0.00	\$158,100
Accounting changes in Tax Title program	0.00	(807,737)
Reduction in Pass-Through in Tax Title program	0.00	(439,972)

# Assessment & Taxation

# Environmental Services

## Budget Trends

	<u>1993-94</u> <u>Actual</u>	<u>1994-95</u> <u>Current</u> <u>Estimate</u>	<u>1994-95</u> <u>Adopted</u> <u>Budget</u>	<u>1995-96</u> <u>Proposed</u> <u>Budget</u>	<u>Difference</u>
Staffing FTE	155.00	160.00	160.00	160.00	0.00
Personal Services	\$6,946,350	\$7,478,184	\$7,624,937	\$7,647,860	\$22,923
Contractual Services	355,043	1,420,015	1,766,865	1,300,343	(466,522)
Materials & Supplies	2,563,423	3,818,811	3,913,404	2,964,854	(948,550)
Capital Outlay	<u>55,490</u>	<u>96,500</u>	<u>96,700</u>	<u>263,710</u>	<u>167,010</u>
<b>Total Costs</b>	<b>\$9,920,306</b>	<b>\$12,813,510</b>	<b>\$13,401,906</b>	<b>\$12,176,767</b>	<b>(\$1,225,139)</b>
Program Revenues	\$5,613,371	\$6,947,093	\$7,502,799	\$6,546,770	(\$956,029)
General Fund Support	\$4,306,935	\$5,866,417	\$5,899,107	\$5,629,997	(\$269,110)

## Costs by Program

	<u>1993-94</u> <u>Actual</u>	<u>1994-95</u> <u>Adopted</u> <u>Budget</u>	<u>1995-96</u> <u>Proposed</u> <u>Budget</u>	<u>Difference</u>
Division Management	\$265,288	\$291,497	\$292,319	\$822
Technical Support	1,848,541	2,297,347	2,330,275	32,928
Records Management	1,212,820	1,281,853	1,295,557	13,704
Appraisal Support	1,194,982	1,119,958	1,133,007	13,049
Residential Appraisals	1,591,028	1,713,147	1,745,711	32,564
Comm./Ind'l Appraisals	1,250,451	1,444,559	1,465,830	21,271
Pers. Prop. Appraisals	394,973	529,295	459,836	(69,459)
Tax Collections	1,490,192	1,586,801	1,545,357	(41,444)
Board of Equalization	163,091	257,426	252,695	(4,731)
Document Recording	388,542	454,172	444,649	(9,523)
Licenses & Passports	52,830	111,186	119,726	8,540
Tax Title - A&T	<u>67,568</u>	<u>2,314,665</u>	<u>1,091,805</u>	<u>(1,222,860)</u>
<b>Total Costs</b>	<b>\$9,920,306</b>	<b>\$13,401,906</b>	<b>\$12,176,767</b>	<b>(\$1,225,139)</b>

# Assessment & Taxation

# Environmental Services

## Staffing by Program

	<b>1993-94</b>	<b>1994-95</b>	<b>1995-96</b>	
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Proposed</u></b>	<b><u>Difference</u></b>
		<b><u>Budget</u></b>	<b><u>Budget</u></b>	
Division Management	3.00	3.00	3.00	0.00
Technical Support	11.00	13.00	13.00	0.00
Records Management	21.00	21.00	21.00	0.00
Appraisal Support	25.00	23.00	23.00	0.00
Residential Appraisals	28.00	28.00	29.00	1.00
Comm./Ind'l Appraisals	23.00	23.00	23.00	0.00
Pers. Prop. Appraisals	9.00	9.00	8.00	(1.00)
Tax Collections	23.92	23.17	24.85	1.68
Board of Equalization	1.58	3.00	2.65	(0.35)
Document Recording	7.00	8.00	7.00	(1.00)
Licenses & Passports	2.50	2.50	2.50	0.00
Tax Title - A&T	<u>0.00</u>	<u>3.33</u>	<u>3.00</u>	<u>(0.33)</u>
<b>Total Staffing FTE's</b>	<b>155.00</b>	<b>160.00</b>	<b>160.00</b>	<b>0.00</b>

# Division Management

## Description

The purpose of Division Management is to direct and coordinate the work of the division. Division Management develops strategic and work plans; develops and monitors the annual budget; prepares the Grant Document and Budget for Department of Revenue (DOR) approval; initiates and responds to audits; prepares legislative packages; processes all division personnel actions; handles grievances; manages purchasing and accounting; provides and tracks all employee training and development; is responsible for those portions of the County Clerk function defined by statute.

Division management has implemented an ongoing program for skills training to enable employees to be successful in continuous quality improvement. One module has been completed; two more are scheduled for Feb/Mar 1995.

## Budget Overview

	<b>1993-94</b>	<b>1994-95</b>	<b>1995-96</b>	
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Proposed</u></b>	<b><u>Difference</u></b>
		<b><u>Budget</u></b>	<b><u>Budget</u></b>	
Staffing FTE	3.00	3.00	3.00	0.00
Program Costs	\$265,288	\$291,497	\$292,319	\$822
Program Revenues	\$0	\$0	\$0	\$0
General Fund Support	\$265,288	\$291,497	\$292,319	\$822

## Significant Changes - Revenues

No significant changes.

## Significant Changes - Expenditures

No significant changes.

# Technical Support

## Description

The purpose of Technical Support is to prepare tax rates for the county, lead the preparation of the annual ratio study (trend report that determines value adjustments); manage local computer information system support for the division of Assessment & Taxation; provide data entry services for assessment, tax collection, accounting and recording operations. An ongoing responsibility is the installation, operation, maintenance, and user support for 80 personal computers on a local area network. The section acts as a liaison with ISD to coordinate development and maintenance services.

Each year this section compiles tax levies from all taxing districts (68) in Multnomah County, and calculates the tax rates for Multnomah County. This section directs the ratio study process, which results in the value trends to be applied to all taxable property. Technical Support enters data for all recordings (160,000 annually) commercial property values (25,000) personal property values (30,000) residential characteristics (200,000) name, address and legal description changes (860,000) and other assessment and taxation transactions (180,000).

Most activities and procedures of this section are governed by Chapter 300 of the Oregon Revised Statutes and the accompanying administrative rules.

## Budget Overview

	1993-94 <u>Actual</u>	1994-95 <u>Adopted Budget</u>	1995-96 <u>Proposed Budget</u>	<u>Difference</u>
Staffing FTE	11.00	13.00	13.00	0.00
Program Costs	\$1,848,541	\$2,297,347	\$2,330,275	\$32,928
Program Revenues	\$0	\$25,000	\$0	(\$25,000)
General Fund Support	\$1,848,541	\$2,272,347	\$2,330,275	\$57,928

<u>Key Results</u>	1993-94 <u>Actual</u>	1994-95 <u>Estimated</u>	1994-95 <u>Adopted</u>	1995-96 <u>Projected</u>
Tax Rate Extension Reconciliation Error % (Accuracy of tax rate calculation)	<.01	<.01	<.01	<.01

## Significant Changes - Revenues

No Significant Changes.

## Significant Changes - Expenditures

No Significant Changes.

# Records Management

## Description

The purpose of Records Management is to maintain tax roll descriptions; maintain recorded and filed documents; maintain street lighting and fire patrol rolls; maintain official maps for Assessment and Taxation; consolidate properties; record and process subdivision and condominium and partition plats; process annexations; process county road filings; monitor government exemptions; respond to inquiries.

Annually, there are 31,500 tax roll description changes, 160,000 filed documents recorded, 2,000 filed street light and fire patrol roll changes, 1,649 map changes, 2,000+/- accounts canceled, 250 new subdivisions submitted. This office handles approximately 20,000 inquiries for information, annually.

The activities and procedures of this section are governed by Chapter 300 of the Oregon Revised Statutes and the accompanying administrative rules.

The new imaging system in Document Recording will lead to an estimated 25 day reduction in days required to identify title changes (Key Result below).

## Budget Overview

	1993-94 <u>Actual</u>	1994-95 <u>Adopted Budget</u>	1995-96 <u>Proposed Budget</u>	<u>Difference</u>
Staffing FTE	21.00	21.00	21.00	0.00
Program Costs	\$1,212,820	\$1,281,853	\$1,295,557	\$13,704
Program Revenues	\$0	\$24,300	\$28,995	\$4,695
General Fund Support	\$1,212,820	\$1,257,553	\$1,266,562	\$9,009

<u>Key Results</u>	1993-94 <u>Actual</u>	1994-95 <u>Estimated</u>	1994-95 <u>Adopted</u>	1995-96 <u>Projected</u>
Days Required to Review Documents and Identify Title Changes	40	40	40	15

## Significant Changes - Revenues

No Significant Changes.

## Significant Changes - Expenditures

Acquisition of a GIS system upgrade including new technology and additional work stations to improve the maintenance of the graphics data.  
(First year's debt financing payment).

FTE's                      Amount  
   \$52,700

# Appraisal Support

## Description

The purpose of Appraisal Support is to direct all appraisal activities; enter all value for real property and taxable personal property on the roll; provide word processing support for all of Assessment and Taxation; process new applications and monitor accounts eligible for exemption (charitable, veterans, historic, etc.). Appraisal Support services includes the Assessor, the Exemption Section and Clerical Support for the Appraisal Sections.

This section processes and audits over 35,000 new residential values, 4,300 commercial values, 25,000 personal property values; responds to over 90,000 telephone and counter requests for information. It sends out application forms and processes over 6,400 veterans exemptions applications annually along with monitoring over 2,600 other accounts with exemptions.

The activities and procedures of this section are governed by Chapter 300 of the Oregon Revised Statutes and the accompanying administrative rules.

## Budget Overview

	1993-94	1994-95	1995-96	
	<u>Actual</u>	<u>Adopted</u> <u>Budget</u>	<u>Proposed</u> <u>Budget</u>	<u>Difference</u>
Staffing FTE	25.00	23.00	23.00	0.00
Program Costs	\$1,194,982	\$1,119,958	\$1,133,007	\$13,049
Program Revenues	\$488,914	\$420,878	\$423,906	\$3,028
General Fund Support	\$706,068	\$699,080	\$709,101	\$10,021

<u>Key Results</u>	1993-94	1994-95	1994-95	1995-96
	<u>Actual</u>	<u>Estimated</u>	<u>Adopted</u>	<u>Projected</u>
Number of Applications for Exemption Processed Within Time Frame Prescribed by Oregon Statutes	100%	100%	100%	100%

## Significant Changes - Revenues

No Significant Changes.

## Significant Changes - Expenditures

No Significant Changes.

# Residential Appraisals

## Description

The purpose of the Residential Appraisal Section is to physically appraise approximately one sixth of the county's residential properties each year. These properties include single family detached and attached housing, mobile homes, condominiums, small apartments and farms. It also values new construction and remodeling, county wide. It provides service to the Board of Equalization and responds to Department of Revenue and Tax Court appeals. It provides service to the taxpayers in the form of responding to telephone and written inquiries concerning taxes, values and related matters.

Each year this section appraises approximately 35,000 property accounts, and responds to approximately 900 appeals, at all levels (from an initial 3,000 +/- appeals). The reappraisal of properties has remained relatively stable but there has been a dramatic increase in the amount of new construction and value appeals over the last few years.

The activities and procedures of this section are governed by Chapter 300 of the Oregon Revised Statutes and the accompanying administrative rules.

For FY 95-96, the section will continue to expand and improve its utilization of an "as needed" appraisal system by selecting different levels of home inspection for each appraisal neighborhood based upon specific criteria and by appraising selected out of district appraisal neighborhoods which meet specified standards. This means not all properties will require physical appraisal every 6 years.

## Budget Overview

	1993-94	1994-95	1995-96	
	<u>Actual</u>	<u>Adopted</u>	<u>Proposed</u>	<u>Difference</u>
		<u>Budget</u>	<u>Budget</u>	
Staffing FTE	28.00	28.00	29.00	1.00
Program Costs	\$1,591,028	\$1,713,147	\$1,745,711	\$32,564
Program Revenues	\$650,952	\$640,349	\$653,144	\$12,795
General Fund Support	\$940,076	\$1,072,798	\$1,092,567	\$19,769

<u>Key Results</u>	1993-94	1994-95	1994-95	1995-96
	<u>Actual</u>	<u>Estimated</u>	<u>Adopted</u>	<u>Projected</u>
% of Accounts Appraised Within 6 Year Appraisal Cycle	98.2%	96.2%	98.2%	99.5%

## Significant Changes - Revenues

No Significant Changes.

## Significant Changes - Expenditures

Transfer one Appraisal Specialist from Personal Property Appraisal because of transfer of houseboat appraisal function.

<u>FTE's</u>	<u>Amount</u>
1.00	\$41,996

# Commercial/Ind'l Appraisal

## Description

The purpose of the Commercial/Industrial Appraisal Section is the appraisal of commercial, multifamily and locally assessed industrial properties on a six year cycle. The section also values new construction and handles applications for cancellation of assessment, pollution control exemption, in lieu tax and property destruction applications. In addition, this section responds to Board of Equalization, Board of Ratio Review, Department of Revenue and Tax Court Appeals. The section provides information and assistance to property owners and other interested parties through telephone inquiries and at the information counter.

Each year the section physically reappraises approximately one sixth of the 26,000 commercial accounts. The section is also responsible for approximately 300 Tax Court and/or DOR appeals. They are available for consultation on the 1,000± Board of Equalization appeals filed annually. In addition, the section values 500-1,000 accounts annually with building permits. The total assessed value of taxable commercial/industrial accounts is 6.5 billion dollars. Appeals have grown drastically in this area in the last few years and the volume seriously impacts the ability of the section to stay in cycle.

The activities and procedures of the Commercial/Industrial Appraisal Section are governed by Chapter 300 of the Oregon Revised Statutes and the accompanying administrative rules.

For FY 95-96, the section is in the first year of implementing a new computerized appraisal card, which will replace the "hard cards" as the record of the characteristics which describe the commercial properties.

## Budget Overview

	1993-94 <u>Actual</u>	1994-95 <u>Adopted Budget</u>	1995-96 <u>Proposed Budget</u>	<u>Difference</u>
Staffing FTE	23.00	23.00	23.00	0.00
Program Costs	\$1,250,451	\$1,444,559	\$1,465,830	\$21,271
Program Revenues	\$511,608	\$541,726	\$548,429	\$6,703
General Fund Support	\$738,843	\$902,833	\$917,401	\$14,568

<u>Key Results</u>	1993-94 <u>Actual</u>	1994-95 <u>Estimated</u>	1994-95 <u>Adopted</u>	1995-96 <u>Projected</u>
% of Accounts Appraised Within 6 Year Appraisal Cycle				
Land	77.2%	79.9%	79.9%	81.2%
Improvements	74.6%	78.0%	78.0%	84.5%

## Significant Changes - Revenues

No Significant Changes.

## Significant Changes - Expenditures

No Significant Changes.

# Personal Property Appraisals

Assessment & Taxation  
Environmental Services

## Description

The purpose of the Personal Property Section is the annual valuation of all taxable personal property in Multnomah County. This service is responsible for discovery, assessment, and appeals of taxable personal property accounts, as mandated by Oregon Revised Statute and Oregon Administrative Rules. The Personal Property function annually reviews all known locations for new accounts; reviews mandated Personal Property returns and calculates assessable value; responds to taxpayer appeals as needed.

This program currently assesses approximately 30,000 Personal Property accounts with a value of 1.3 billion dollars and maintains account records for an additional 20,000 locations. The requirements for this program increase as the county grows and the ability to discover assessable accounts increases.

The activities and procedures of this section are governed by Chapter 300 of the Oregon Revised Statutes and the accompanying administrative rules.

## Budget Overview

	1993-94 <u>Actual</u>	1994-95 Adopted <u>Budget</u>	1995-96 Proposed <u>Budget</u>	<u>Difference</u>
Staffing FTE	9.00	9.00	8.00	(1.00)
Program Costs	\$394,973	\$529,295	\$459,836	(\$69,459)
Program Revenues	\$161,599	\$197,343	\$172,044	(\$25,299)
General Fund Support	\$233,374	\$331,952	\$287,792	(\$44,160)

<u>Key Results</u>	1993-94 <u>Actual</u>	1994-95 <u>Estimated</u>	1994-95 <u>Adopted</u>	1995-96 <u>Projected</u>
% of All Discovered Property Valued Annually	99.5%	99.5%	99.5%	99.5%

## Significant Changes - Revenues

No Significant Changes.

## Significant Changes - Expenditures

Moved one Appraisal Specialist position to Residential Appraisal because of transfer of houseboat appraisal function.

<u>FTE's</u>	<u>Amount</u>
(1.00)	(\$41,996)

# Tax Collections

## Description

The purpose of Tax Collection is to provide timely accurate tax bills; to collect property taxes, including all delinquent real and personal property taxes; to distribute taxes and maintain tax accounts; to respond to inquiries and maintain computer files on tax accounts; to monitor and provide administrative/accounting for the tax redemption and foreclosure activities.

Each year, this section mails over 400,000 tax statements/notices (275,000 at first trimester, 50,000 second trimester, 50,000 third trimester, 25,000 delinquent real property notices) and collects approximately \$600 million and distributes this to 68 levy districts.

The activities and procedures of this section are governed by Chapter 300 of the Oregon Revised Statutes and the accompanying administrative rules.

## Budget Overview

	1993-94 <u>Actual</u>	1994-95 <u>Adopted Budget</u>	1995-96 <u>Proposed Budget</u>	<u>Difference</u>
Staffing FTE	23.92	23.17	24.85	1.68
Program Costs	\$1,490,192	\$1,586,801	\$1,545,357	(\$41,444)
Program Revenues	\$1,169,113	\$1,099,538	\$1,089,433	(\$10,105)
General Fund Support	\$321,079	\$487,263	\$455,924	(\$31,339)

<u>Key Results</u>	1993-94 <u>Actual</u>	1994-95 <u>Estimated</u>	1994-95 <u>Adopted</u>	1995-96 <u>Projected</u>
% of Tax Payments Processed and Deposited Daily	99.9%	99.9%	99.9%	99.9%

## Significant Changes - Revenues

No Significant Changes.

## Significant Changes - Expenditures

Moved clerical staff from Document Recording, Board of Equalization and Tax Title to Tax Collection

<u>FTE's</u>	<u>Amount</u>
1.68	\$60,524

# Board of Equalization

## Description

The purpose of this section is to provide support to the Board of Equalization and the Board of Ratio Review by scheduling, recording Board activities and assuring the implementation of Board decisions.

Each year this section responds to requests for information, schedules approximately 5,000 to 7,000 hearings, documents all decisions of the Board(s) and publishes public notices as required by statute. The number of appeals jumped radically the first year after Measure 5 implementation and reduced somewhat the following year as property values rose at a less dramatic pace. We can expect to see the level remain the same or increase as values increase. Should values drop we might also see an increase in appeals.

The activities and procedures of this section are governed by Chapter 300 of the Oregon Revised Statutes and the accompanying administrative rules.

## Budget Overview

	1993-94 <u>Actual</u>	1994-95 <u>Adopted Budget</u>	1995-96 <u>Proposed Budget</u>	<u>Difference</u>
Staffing FTE	1.58	3.00	2.65	(0.35)
Program Costs	\$163,091	\$257,426	\$252,695	(\$4,731)
Program Revenues	\$0	\$0	\$0	\$0
General Fund Support	\$163,091	\$257,426	\$252,695	(\$4,731)

<u>Key Results</u>	1993-94 <u>Actual</u>	1994-95 <u>Estimated</u>	1994-95 <u>Adopted</u>	1995-96 <u>Projected</u>
% of Valid Petitions Processed Within Mandated Time Frame	100%	100%	100%	100%

## Significant Changes - Revenues

No Significant Changes.

## Significant Changes - Expenditures

Share part of an Office Assistant 2 with Tax Collection program

<u>FTE's</u>	<u>Amount</u>
(.35)	(\$9,084)

# Document Recording Svcs

**Description**

The purpose of the Document Recording program is to comply with state mandated requirements; record documents, maintain computer files, record subdivisions and condominiums, respond to inquiries and maintain hard copy records.

Annually, this organization records 160,000 documents and responds to approximately 40,000 inquiries for information.

The work of this area is defined by Oregon Statute (Chapter 300) and ORS 205.180.

During 1994-95, the program was analyzed for redundant processing. The recommendation of the analysis was to acquire a cashiering, imaging, and indexing system to replace the twenty-two year old system and then re-engineer work process using the new technology and greatly improve customer service.

**Budget Overview**

	<b>1993-94</b>	<b>1994-95</b>	<b>1995-96</b>	
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Proposed</u></b>	<b><u>Difference</u></b>
Staffing FTE	7.00	8.00	7.00	(1.00)
Program Costs	\$388,542	\$454,172	\$444,649	(\$9,523)
Program Revenues	\$2,368,923	\$2,050,000	\$2,348,000	\$298,000
General Fund Support	(\$1,980,381)	(\$1,595,828)	(\$1,903,351)	(\$307,523)

**Key Results**

	<b>1993-94</b>	<b>1994-95</b>	<b>1994-95</b>	<b>1995-96</b>
	<b><u>Actual</u></b>	<b><u>Estimated</u></b>	<b><u>Adopted</u></b>	<b><u>Projected</u></b>
% of Documents Recorded Within Statutory Time Frame	80%	100%	100%	100%

**Significant Changes - Revenues**

Continued moderate interest rates have increased property acquisitions and re-financing.

**Amount**  
\$490,000

**Significant Changes - Expenditures**

First year's payment on a five year lease purchase of a cashiering, imaging, and indexing system—hardware and software  
Move one Office Assistant 2 to Tax Collection program

**FTE's**      **Amount**  
\$105,400  
(1.00)      (33,840)

# Licenses & Passports

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**Description**

The purpose of the Licenses and Passports section is to process and issue marriage licenses and to process passport applications.

Annually, this unit processes approximately 5,700 marriage licenses and approximately 2,800 passport applications.

The work of this area is defined by federal law.

**Budget Overview**

	<b>1993-94 Actual</b>	<b>1994-95 Adopted Budget</b>	<b>1995-96 Proposed Budget</b>	<b>Difference</b>
Staffing FTE	2.50	2.50	2.50	0.00
Program Costs	\$52,830	\$111,186	\$119,726	\$8,540
Program Revenues	\$194,695	\$189,000	\$191,013	\$2,013
General Fund Support	(\$141,865)	(\$77,814)	(\$71,287)	\$6,527

<b><u>Key Results</u></b>	<b>1993-94 Actual</b>	<b>1994-95 Estimated</b>	<b>1994-95 Adopted</b>	<b>1995-96 Projected</b>
% of Accurately Processed Licenses and Passports	NA	NA	NA	Being Developed

**Significant Changes - Revenues**

No Significant Changes.

**Significant Changes - Expenditures**

No Significant Changes.

# Tax Title - A&T

**Description**

The purpose of Tax Title-Assessment & Taxation is to manage the foreclosure and property disposition process in an efficient manner that assures the timely disposition of properties deeded to Multnomah County through tax foreclosure and maximizes benefits to the public.

This program manages the disposition of all properties obtained by the County for non-payment of taxes through the following activities:

- transfer to other government agencies
- transfer to non-profit housing agencies
- sale to the public through auction

The activities carried out by this program are governed by County ordinance.

In the Fall of 1994 the Board of County Commissioners authorized a new comprehensive Tax Title ordinance. Included is an innovative program for identifying areas with potential environmental interest and a process for seeking government sponsorship of these properties.

Sales from foreclosed properties are forecasted lower for 1995-96 due to several factors: a new process assisting delinquent taxpayers to avoid foreclosure; more properties were repurchased with lump sum payments, thereby reducing contract revenues; increased property values have allowed refinancing to reduce foreclosures; and more properties are being transferred to non-profit organizations rather than sold. This reduction in revenue results in reduced pass-through to other jurisdictions.

**Budget Overview**

	<b>1993-94</b>	<b>1994-95</b>	<b>1995-96</b>	
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Proposed</u></b>	<b><u>Difference</u></b>
		<b><u>Budget</u></b>	<b><u>Budget</u></b>	
Staffing FTE	0.00	3.33	3.00	(0.33)
Program Costs	\$67,568	\$2,314,665	\$1,091,805	(\$1,222,860)
Program Revenues	\$67,568	\$2,314,665	\$1,091,805	(\$1,222,860)
General Fund Support	\$0	\$0	\$0	\$0

<b><u>Key Results</u></b>	<b>1993-94</b>	<b>1994-95</b>	<b>1994-95</b>	<b>1995-96</b>
	<b><u>Actual</u></b>	<b><u>Estimated</u></b>	<b><u>Adopted</u></b>	<b><u>Projected</u></b>
% of Marketable Foreclosed Properties Sold or Transferred Within Established Time Frames	95%	95%	95%	95%

**Significant Changes - Revenues**

Decrease in sales of foreclosed properties	Amount (350,000)
Accounting change due to moving expenditures from Fund 175 to Fund 158	(807,737)

**Significant Changes - Expenditures**

Reduction in estimated Pass-Through to other taxing districts	FTE's (\$432,067)
Accounting change due to moving expenditures from Fund 175 to Fund 158	(807,737)

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

In the Matter of Certifying  
an Estimate of Expenditures  
for the FY 1995-96 Property  
Tax Program in Accordance  
with HB 2338

RESOLUTION

WHEREAS, House Bill 2338, hereinafter referred to as HB 2338, which passed during the 1989 legislative session significantly altered the funding structure for Assessment & Taxation; and

WHEREAS, in Multnomah County, meeting the requirements of HB 2338 will result in additional expenditures for Assessment & Taxation over the next several years; and

WHEREAS, a major purpose of HB 2338 is to bring Assessment and Taxation operations into compliance with Oregon Department of Revenue regulations; and

WHEREAS, HB 2338 created a statewide revenue pool to help offset the additional costs of being in full compliance with Department of Revenue regulations; and

WHEREAS, HB 2338 requires counties to file by March 1 of each calendar year an estimate of expenditures for their total Property Tax Program with the Department of Revenue; and

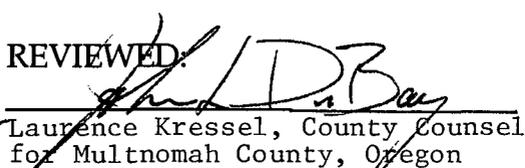
WHEREAS, Assessment & Taxation has prepared such an estimate of expenditures in accordance with HB 2338 and Department of Revenue administrative guidelines;

NOW THEREFORE BE IT RESOLVED that the attached estimate of expenditures for the fiscal year 1995-96 Property Tax Program for the County of Multnomah is certified for filing with the Department of Revenue as required by HB 2338.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Beverly Stein, Chair  
Board of County Commissioners  
Multnomah County, Oregon

REVIEWED:

*for*   
\_\_\_\_\_  
Laurence Kressel, County Counsel  
for Multnomah County, Oregon

MULTNOMAH COUNTY

EXPENDITURES FOR:	A VALUATION	B RECORDS ASSESSMENT	C BOARDS OF EQUALIZATION	D TAX COLLECTION & DISTRIBUTION	E CADASTRAL MAPPING	F DATA PROCESSING	G TOTAL
1. Personal Services *1	4,410,304	892,392	145,645	1,034,930	0	671,703	7,154,974
2. Materials & Services *1	573,324	348,954	106,888	506,923	0	1,553,182 A	3,089,271
3. Cost of Transportation *2 (Do Not Include in Materials & Services or Capital Outlay)	113,075	1,511	162	1,304	0	1,980	118,032
4. Capital Outlay (Do Not Include in Materials & Services)	0	52,700	0	2,200	0	103,410 *3	158,310 *4
5. TOTAL	5,096,703	1,295,557	252,695	1,545,357	0	2,330,275	10,520,587 *6

\*1 Do Not Include Any Amount That Is Included in Capital Outlay.

\*2 Specify The Method Used To Determine Cost Of Transportation:

The estimate of the actual cost of operating the vehicle for a 12 month period plus a depreciation allowance for the useful life of the vehicle.

The rate per mile used in the County with an estimate of miles driven.  
Rate per Mile \_\_\_\_\_ Est. of Miles \_\_\_\_\_

\*3 Data Processing And Capital Outlay Includes Personal Services And Materials & Services For All New Data Processing Development And All Data Processing Equipment P

\*4 Capital Outlay Is Limited To Either 6 Percent Of The Total Dollars Certified Or \$50,000, Whichever Is Greater.

5 Specify The Method Used To Determine Indirect Costs:

Percent Amount Approved By A Federal Granting Agency.

\_\_\_\_\_ .0464% of \_\_\_\_\_ 10362277  
(INCLUDED IN TOTALS ABOVE)

5 Percent of Total Direct Expenditures Less Capital Outlay.

Total Indirect Costs \_\_\_\_\_

\*6 Total Eligible For Grant \_\_\_\_\_ \$10,520,587

7 Total Expenditures Certified For Consideration In Grant  
(Total of 5 and 6) \_\_\_\_\_ \$10,520,587

A: \$0 Cost of System Project may need to be reflected in Capital (G.4) instead of Materials & Services. (F3)

Assessment & Taxation - Current Year Estimated Expenditures by Major Category

Major Category	Fund 100			Fund 158			Fund 175			Totals		
	Current Budget	Projected Expenditures	Difference									
Personal Services	386,869	373,369	(13,500)	0	0	0	7,238,068	7,104,815	(133,253)	7,624,937	7,478,184	(146,753)
Contractual Services	0	50	50	1,319,513	1,319,513	0	447,352	450,452	3,100	1,766,865	1,770,015	3,150
Materials & Services	166,989	162,239	(4,750)	807,737	807,737	0	2,938,678	2,848,835	(89,843)	3,913,404	3,818,811	(94,593)
Capital	11,500	11,500	0	0	0	0	85,200	85,000	(200)	96,700	96,500	(200)
Cash Transfer	7,586,029	7,586,029	0	0	0	0	0	0	0	7,586,029	7,586,029	0
Totals	8,151,387	8,133,187	(18,200)	2,127,250	2,127,250	0	10,709,298	10,489,102	(220,196)	20,987,935	20,749,539	(238,396)

1994-95 to 1995-96 Budget Comparison  
 FTE's and Salary Savings

Activity/Service Area/Program	Number of FTE's		Difference	Savings
	1994-95 Adopted Budget	1995-96 Requested Budget		Budgeted 0.9% Salary Savings
Division Management	3.00	3.00	0.00	1,948
Technical Support	13.00	13.00	0.00	6,336
Records Management	21.00	21.00	0.00	9,014
Appraisal Support	23.00	23.00	0.00	9,382
Residential Appraisals	28.00	29.00	1.00	15,883
Commercial/Industrial Appraisals	23.00	23.00	0.00	12,899
Personal Property Appraisals	9.00	8.00	(1.00)	3,800
Tax Collections	23.17	24.85	1.68	10,093
Board of Equalization	3.00	2.65	(0.35)	1,248
Document Recording	8.00	7.00	(1.00)	0
Licenses & Passports	2.50	2.50	0.00	0
A&T Tax Title	3.33	3.00	(0.33)	0
<b>Totals</b>	<b>160.00</b>	<b>160.00</b>	<b>0.00</b>	<b>70,603</b>

BUD 1 - Org Rollup

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	A & T	Nita Lomax	
	FUND	AGENCY	ORG	Date
	ALL	030	7060	29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	5,271,242	5,690,896	419,654	7.96%
5200 TEMPORARY	125,321	127,136	1,815	1.45%
5300 OVERTIME	15,244	11,141	(4,103)	-26.92%
5400 PREMIUM PAY	41,076	11,418	(29,658)	-72.20%
5500 FRINGE	1,348,012	1,010,205	(337,807)	-25.06%
<b>DIRECT PERSONAL SERVICES</b>	<b>6,800,895</b>	<b>6,850,795</b>	<b>49,900</b>	<b>0.73%</b>
5550 INS BENEFITS	940,539	910,786	(29,753)	-3.16%
<b>TOTAL PERSONAL SERVICES</b>	<b>7,741,434</b>	<b>7,761,581</b>	<b>20,147</b>	<b>0.26%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	1,319,513	879,541	(439,972)	-33.34%
6110 PROFESSIONAL SERVICES	487,352	420,802	(66,550)	-13.66%
6120 PRINTING	102,420	67,500	(34,920)	-34.09%
6130 UTILITIES	3,000	3,000		0.00%
6140 COMMUNICATIONS	0	0		
6170 RENTALS	37,378	37,378		0.00%
6180 REPAIRS & MAINTENANCE	406,775	397,875	(8,900)	-2.19%
6190 MAINTENANCE CONTRACTS	105,995	67,125	(38,870)	-36.67%
6200 POSTAGE	50	50		0.00%
6230 SUPPLIES	142,570	129,850	(12,720)	-8.92%
6270 FOOD	250	250		0.00%
6310 TRAVEL & TRAINING	44,159	49,019	4,860	11.01%
6330 LOCAL TRAVEL & MILEAGE	73,576	82,512	8,936	12.15%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	2,000	23,200	21,200	1060.00%
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	8,273	7,669	(604)	-7.30%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>2,733,311</b>	<b>2,165,771</b>	<b>(567,540)</b>	<b>-20.76%</b>
7100 INDIRECT COSTS	476,873	502,960	26,087	5.47%
7150 TELEPHONE	90,056	86,359	(3,697)	-4.10%
7200 DATA PROCESSING	1,232,450	1,210,085	(22,365)	-1.81%
7300 MOTOR POOL	40,209	40,709	500	1.24%
7400 BUILDING MANAGEMENT	375,659	379,387	3,728	0.99%
7500 OTHER INTERNAL SERVICES	978,276	119,934	(858,342)	-87.74%
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	312,906	287,715	(25,191)	-8.05%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>3,506,429</b>	<b>2,627,149</b>	<b>(879,280)</b>	<b>-25.08%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>6,239,740</b>	<b>4,792,921</b>	<b>(1,446,819)</b>	<b>-23.19%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	95,200	263,710	168,510	177.01%
<b>TOTAL CAPITAL OUTLAY</b>	<b>95,200</b>	<b>263,710</b>	<b>168,510</b>	<b>177.01%</b>
<b>TOTAL DIRECT BUDGET</b>	<b>9,629,406</b>	<b>9,280,277</b>	<b>(349,129)</b>	<b>-3.63%</b>
<b>TOTAL EXPENDITURES</b>	<b>14,076,374</b>	<b>12,818,211</b>	<b>(1,258,163)</b>	<b>-8.94%</b>

BUD 1 - Org Rollup

BUDGET REQUEST LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	A & T	Nita Lomax	
	FUND 100	AGENCY 030	ORG 7060	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	256,606	261,583	4,977	1.94%
5200 TEMPORARY	3,025	0	(3,025)	-100.00%
5300 OVERTIME	0	0		
5400 PREMIUM PAY	5,000	0	(5,000)	-100.00%
5500 FRINGE	66,368	45,953	(20,415)	-30.76%
<b>DIRECT PERSONAL SERVICES</b>	<b>330,999</b>	<b>307,537</b>	<b>(23,462)</b>	<b>-7.09%</b>
5550 INS BENEFITS	55,870	55,014	(856)	-1.53%
<b>TOTAL PERSONAL SERVICES</b>	<b>386,869</b>	<b>362,551</b>	<b>(24,318)</b>	<b>-6.29%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	0	0		
6120 PRINTING	41,820	14,000	(27,820)	-66.52%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	3,900	3,900		0.00%
6180 REPAIRS & MAINTENANCE	5,100	5,100		0.00%
6190 MAINTENANCE CONTRACTS	4,700	7,300	2,600	55.32%
6200 POSTAGE	0	0		
6230 SUPPLIES	13,350	10,150	(3,200)	-23.97%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	1,900	2,000	100	5.26%
6330 LOCAL TRAVEL & MILEAGE	380	587	207	54.47%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	0	0		
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>71,150</b>	<b>43,037</b>	<b>(28,113)</b>	<b>-39.51%</b>
7100 INDIRECT COSTS	0	0		
7150 TELEPHONE	6,979	7,210	231	3.31%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	0	0		
7400 BUILDING MANAGEMENT	27,610	23,628	(3,982)	-14.42%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	61,250	22,550	(38,700)	-63.18%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>95,839</b>	<b>53,388</b>	<b>(42,451)</b>	<b>-44.29%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>166,989</b>	<b>96,425</b>	<b>(70,564)</b>	<b>-42.26%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	11,500	105,400	93,900	816.52%
<b>TOTAL CAPITAL OUTLAY</b>	<b>11,500</b>	<b>105,400</b>	<b>93,900</b>	<b>816.52%</b>
<b>TOTAL DIRECT BUDGET</b>	<b>413,649</b>	<b>455,974</b>	<b>42,325</b>	<b>10.23%</b>
<b>TOTAL EXPENDITURES</b>	<b>565,358</b>	<b>564,376</b>	<b>(982)</b>	<b>-0.17%</b>

BUD 1 - Org Rollup

BUDGET REQUEST LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	A & T	Nita Lomax	
	FUND 158	AGENCY 030	ORG 7060	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	159,245	180,599	21,354	13.41%
5200 TEMPORARY	0	0		
5300 OVERTIME	4,244	1,481	(2,763)	-65.10%
5400 PREMIUM PAY	2,382	0	(2,382)	-100.00%
5500 FRINGE	41,317	30,887	(10,430)	-25.24%
<b>DIRECT PERSONAL SERVICES</b>	<b>207,188</b>	<b>212,967</b>	<b>5,779</b>	<b>2.79%</b>
5550 INS BENEFITS	31,190	31,090	(100)	-0.32%
<b>TOTAL PERSONAL SERVICES</b>	<b>238,378</b>	<b>244,057</b>	<b>5,679</b>	<b>2.38%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	1,319,513	879,541	(439,972)	-33.34%
6110 PROFESSIONAL SERVICES	87,000	20,000	(67,000)	-77.01%
6120 PRINTING	500	500		0.00%
6130 UTILITIES	3,000	3,000		0.00%
6140 COMMUNICATIONS	0	0		
6170 RENTALS	13,500	13,500		0.00%
6180 REPAIRS & MAINTENANCE	360,000	360,000		0.00%
6190 MAINTENANCE CONTRACTS	0	0		
6200 POSTAGE	0	0		
6230 SUPPLIES	1,000	1,000		0.00%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	1,000	2,200	1,200	120.00%
6330 LOCAL TRAVEL & MILEAGE	0	502	502	
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	20,000	20,000	
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	250	250		0.00%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>1,785,763</b>	<b>1,300,493</b>	<b>(485,270)</b>	<b>-27.17%</b>
7100 INDIRECT COSTS	34,275	43,565	9,290	27.10%
7150 TELEPHONE	3,639	2,947	(692)	-19.02%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	3,600	4,100	500	13.89%
7400 BUILDING MANAGEMENT	5,807	13,154	7,347	126.52%
7500 OTHER INTERNAL SERVICES	912,671	119,934	(792,737)	-86.86%
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	5,000	5,000		0.00%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>964,992</b>	<b>188,700</b>	<b>(776,292)</b>	<b>-80.45%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>2,750,755</b>	<b>1,489,193</b>	<b>(1,261,562)</b>	<b>-45.86%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	0	0		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>1,992,951</b>	<b>1,513,460</b>	<b>(479,491)</b>	<b>-24.06%</b>
<b>TOTAL EXPENDITURES</b>	<b>2,989,133</b>	<b>1,733,250</b>	<b>(1,255,883)</b>	<b>-42.01%</b>

BUD 1 - Org Rollup

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	A & T	Nita Lomax	
	FUND 175	AGENCY 030	ORG 7060	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	4,855,391	5,248,713	393,322	8.10%
5200 TEMPORARY	122,296	127,136	4,840	3.96%
5300 OVERTIME	11,000	9,660	(1,340)	-12.18%
5400 PREMIUM PAY	33,694	11,418	(22,276)	-66.11%
5500 FRINGE	1,240,327	933,364	(306,963)	-24.75%
<b>DIRECT PERSONAL SERVICES</b>	<b>6,262,708</b>	<b>6,330,291</b>	<b>67,583</b>	<b>1.08%</b>
5550 INS BENEFITS	853,479	824,682	(28,797)	-3.37%
<b>TOTAL PERSONAL SERVICES</b>	<b>7,116,187</b>	<b>7,154,973</b>	<b>38,786</b>	<b>0.55%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	400,352	400,802	450	0.11%
6120 PRINTING	60,100	53,000	(7,100)	-11.81%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	19,978	19,978		0.00%
6180 REPAIRS & MAINTENANCE	41,675	32,775	(8,900)	-21.36%
6190 MAINTENANCE CONTRACTS	101,295	59,825	(41,470)	-40.94%
6200 POSTAGE	50	50		0.00%
6230 SUPPLIES	128,220	118,700	(9,520)	-7.42%
6270 FOOD	250	250		0.00%
6310 TRAVEL & TRAINING	41,259	44,819	3,560	8.63%
6330 LOCAL TRAVEL & MILEAGE	73,196	81,423	8,227	11.24%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	2,000	3,200	1,200	60.00%
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	8,023	7,419	(604)	-7.53%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>876,398</b>	<b>822,241</b>	<b>(54,157)</b>	<b>-6.18%</b>
7100 INDIRECT COSTS	442,598	459,395	16,797	3.80%
7150 TELEPHONE	79,438	76,202	(3,236)	-4.07%
7200 DATA PROCESSING	1,232,450	1,210,085	(22,365)	-1.81%
7300 MOTOR POOL	36,609	36,609		0.00%
7400 BUILDING MANAGEMENT	342,242	342,605	363	0.11%
7500 OTHER INTERNAL SERVICES	65,605	0	(65,605)	-100.00%
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	246,656	260,165	13,509	5.48%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>2,445,598</b>	<b>2,385,061</b>	<b>(60,537)</b>	<b>-2.48%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>3,321,996</b>	<b>3,207,303</b>	<b>(114,693)</b>	<b>-3.45%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	83,700	158,310	74,610	89.14%
<b>TOTAL CAPITAL OUTLAY</b>	<b>83,700</b>	<b>158,310</b>	<b>74,610</b>	<b>89.14%</b>
<b>TOTAL DIRECT BUDGET</b>	<b>7,222,806</b>	<b>7,310,843</b>	<b>88,037</b>	<b>1.22%</b>
<b>TOTAL EXPENDITURES</b>	<b>10,521,883</b>	<b>10,520,586</b>	<b>(1,297)</b>	<b>-0.01%</b>

BUD 1 - Division Expenditures Spreadsheet

BUDGET REQUEST LGFS Codes OBJECT DETAIL	AGENCY		ORG		PREPARED BY										Date	
	DES	A & T	Nita Lomax										29-Jan-95			
	FUND ALL	AGENCY 030	ORG 7060	A&T 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admin Support/Exem 7585	Industrial/Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Office 7631	Marriage Licenses 7635	TOTAL	
5100 PERMANENT	82,160	94,450	150,561	468,615	668,297	188,563	689,049	962,021	281,969	1,185,872	747,880	98,439	73,020	5,690,896		
5200 TEMPORARY	0	20,031	2,274	31,266	0	0	43,485	0	0	0	30,080	0	0	127,136		
5300 OVERTIME	1,481	0	0	7,500	0	0	0	0	0	0	2,160	0	0	11,141		
5400 PREMIUM PAY	0	0	2,798	466	0	0	0	4,077	0	4,077	0	0	0	11,418		
5500 FRINGE	14,694	18,248	25,327	86,348	117,201	33,126	123,869	169,510	49,623	209,022	134,216	16,194	12,827	1,010,205		
<b>DIRECT PERSONAL SERVICES</b>	<b>98,335</b>	<b>132,729</b>	<b>180,960</b>	<b>594,194</b>	<b>785,498</b>	<b>221,689</b>	<b>856,403</b>	<b>1,135,608</b>	<b>331,591</b>	<b>1,398,971</b>	<b>914,336</b>	<b>114,633</b>	<b>85,848</b>	<b>6,850,795</b>		
5550 INS BENEFITS	15,386	12,916	17,184	77,509	106,894	40,055	120,326	146,358	44,568	178,334	120,594	15,703	14,959	910,786		
<b>TOTAL PERSONAL SERVICES</b>	<b>113,721</b>	<b>145,645</b>	<b>198,144</b>	<b>671,703</b>	<b>892,392</b>	<b>261,744</b>	<b>976,729</b>	<b>1,281,966</b>	<b>376,160</b>	<b>1,577,305</b>	<b>1,034,930</b>	<b>130,336</b>	<b>100,806</b>	<b>7,761,581</b>		
6050 COUNTY SUPPLEMENTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
6060 PASS THROUGH PAYMENTS	0	0	0	0	0	0	0	0	0	0	0	879,541	0	879,541		
6110 PROFESSIONAL SERVICES	0	60,292	7,160	94,100	139,200	0	0	0	0	0	100,050	20,000	0	420,802		
6120 PRINTING	0	6,000	5,000	2,000	5,000	8,000	5,500	2,500	2,500	3,500	21,000	500	6,000	67,500		
6130 UTILITIES	3,000	0	0	0	0	0	0	0	0	0	0	0	0	3,000		
6140 COMMUNICATIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
6170 RENTALS	13,500	0	0	0	16,378	3,600	0	0	0	0	3,600	0	300	37,378		
6180 REPAIRS & MAINTENANCE	360,000	400	1,000	22,175	3,500	5,000	2,000	0	0	1,200	2,500	0	100	397,875		
6190 MAINTENANCE CONTRACTS	0	525	250	4,550	33,300	5,050	250	0	0	250	20,700	0	2,250	67,125		
6200 POSTAGE	0	0	0	50	0	0	0	0	0	0	0	0	0	50		
6230 SUPPLIES	500	2,000	11,000	56,650	11,150	9,700	10,650	7,250	1,100	9,900	9,000	500	450	129,850		
6270 FOOD	0	0	250	0	0	0	0	0	0	0	0	0	0	250		
6310 TRAVEL & TRAINING	500	100	6,609	13,850	1,550	2,000	2,150	8,580	1,950	6,280	3,750	1,700	0	49,019		
6330 LOCAL TRAVEL & MILEAGE	0	162	1,972	1,900	1,511	587	1,480	24,744	6,200	42,650	804	502	0	82,512		
6520 INSURANCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
6530 EXTERNAL D.P.	0	0	0	3,200	0	0	0	0	0	0	0	20,000	0	23,200		
6550 DRUGS	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
6610 AWARDS & PREMIUMS	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
6620 DUES & SUBSCRIPTIONS	150	0	1,659	1,068	605	0	810	1,475	610	860	332	100	0	7,669		
7810 DEBT RETIREMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
7820 INTEREST	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>377,650</b>	<b>69,479</b>	<b>34,900</b>	<b>199,543</b>	<b>212,194</b>	<b>33,937</b>	<b>22,840</b>	<b>44,549</b>	<b>12,360</b>	<b>64,640</b>	<b>161,736</b>	<b>922,843</b>	<b>9,100</b>	<b>2,165,771</b>		
7100 INDIRECT COSTS	28,268	11,205	12,962	98,745	55,018	0	50,240	64,998	20,390	77,409	68,428	15,297	0	502,960		
7150 TELEPHONE	1,203	2,920	4,376	6,967	10,321	5,316	14,257	8,695	3,954	7,466	17,246	1,744	1,894	86,359		
7200 DATA PROCESSING	0	0	0	1,210,085	0	0	0	0	0	0	0	0	0	1,210,085		
7300 MOTOR POOL	3,600	0	1,229	80	0	0	0	21,600	12,000	1,200	500	500	0	40,709		
7400 BUILDING MANAGEMENT	12,069	8,446	16,708	27,742	69,932	15,752	57,551	41,572	15,732	14,605	90,317	1,085	7,876	379,387		
7500 OTHER INTERNAL SERVICES	104,934	0	0	0	0	0	0	0	0	0	0	15,000	0	119,934		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
7560 MAIL/DISTRIBUTION	0	15,000	24,000	12,000	3,000	22,500	11,390	2,450	19,240	3,085	170,000	5,000	50	287,715		
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>150,074</b>	<b>37,571</b>	<b>59,275</b>	<b>1,355,619</b>	<b>138,271</b>	<b>43,568</b>	<b>133,438</b>	<b>139,315</b>	<b>71,316</b>	<b>103,765</b>	<b>346,491</b>	<b>38,626</b>	<b>9,820</b>	<b>2,627,149</b>		
<b>TOTAL MATERIALS AND SERVICES</b>	<b>527,724</b>	<b>107,050</b>	<b>94,175</b>	<b>1,555,162</b>	<b>350,465</b>	<b>77,505</b>	<b>156,278</b>	<b>183,864</b>	<b>83,676</b>	<b>168,406</b>	<b>508,227</b>	<b>961,469</b>	<b>18,920</b>	<b>4,792,921</b>		
8100 LAND	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
8200 BUILDINGS	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
8300 OTHER IMPROVEMENTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
8400 EQUIPMENT	0	0	0	103,410	52,700	105,400	0	0	0	0	2,200	0	0	263,710		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>103,410</b>	<b>52,700</b>	<b>105,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,200</b>	<b>0</b>	<b>0</b>	<b>263,710</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>475,985</b>	<b>202,208</b>	<b>215,860</b>	<b>897,147</b>	<b>1,050,392</b>	<b>361,026</b>	<b>879,243</b>	<b>1,180,157</b>	<b>343,951</b>	<b>1,463,611</b>	<b>1,078,272</b>	<b>1,037,476</b>	<b>94,948</b>	<b>9,280,277</b>		
<b>TOTAL EXPENDITURES</b>	<b>641,445</b>	<b>252,695</b>	<b>292,319</b>	<b>2,330,275</b>	<b>1,295,557</b>	<b>444,649</b>	<b>1,133,007</b>	<b>1,465,830</b>	<b>459,836</b>	<b>1,745,711</b>	<b>1,545,357</b>	<b>1,091,805</b>	<b>119,726</b>	<b>12,818,211</b>		

BUD 1 - Division Expenditures Spreadsheet

BUDGET REQUEST LGFS Codes OBJECT DETAIL	AGENCY DES		ORG A & T		PREPARED BY Nita Lomax										Date		
	FUND 100	AGENCY 030	ORG 7060	Facilities Tax Title 5655	Board of Equalization 7390	A & T Administration 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admin Support/Exem 7585	Industrial/Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Offc 7631	Marriage Licenses 7635	TOTAL
	29-Jan-95																
5100 PERMANENT									188,563							73,020	261,583
5200 TEMPORARY								0								0	0
5300 OVERTIME								0								0	0
5400 PREMIUM PAY								0								0	0
5500 FRINGE								33,126								12,827	45,953
<b>DIRECT PERSONAL SERVICES</b>					0	0	0	0	221,689	0	0	0	0	0	0	85,848	307,537
5550 INS BENEFITS								40,055								14,959	55,014
<b>TOTAL PERSONAL SERVICES</b>					0	0	0	0	261,744	0	0	0	0	0	0	100,806	362,551
6050 COUNTY SUPPLEMENTS								0								0	0
6060 PASS THROUGH PAYMENTS								0								0	0
6110 PROFESSIONAL SERVICES								0								0	0
6120 PRINTING								8,000								6,000	14,000
6130 UTILITIES								0								0	0
6140 COMMUNICATIONS								0								0	0
6170 RENTALS								3,600								300	3,900
6180 REPAIRS & MAINTENANCE								5,000								100	5,100
6190 MAINTENANCE CONTRACTS								5,050								2,250	7,300
6200 POSTAGE								0								0	0
6230 SUPPLIES								9,700								450	10,150
6270 FOOD								0								0	0
6310 TRAVEL & TRAINING								2,000								0	2,000
6330 LOCAL TRAVEL & MILEAGE								587								0	587
6520 INSURANCE								0								0	0
6530 EXTERNAL D.P.								0								0	0
6550 DRUGS								0								0	0
6580 CLAIMS PAID/JUDGEMENTS								0								0	0
6610 AWARDS & PREMIUMS								0								0	0
6620 DUES & SUBSCRIPTIONS								0								0	0
7810 DEBT RETIREMENT								0								0	0
7820 INTEREST								0								0	0
<b>DIRECT MATERIALS AND SERVICES</b>					0	0	0	0	33,937	0	0	0	0	0	0	9,100	43,037
7100 INDIRECT COSTS								0								0	0
7150 TELEPHONE								5,316								1,894	7,210
7200 DATA PROCESSING								0								0	0
7300 MOTOR POOL								0								0	0
7400 BUILDING MANAGEMENT								15,752								7,876	23,628
7500 OTHER INTERNAL SERVICES								0								0	0
7550 LEASE PAYMENTS TO C.L.R.F.								0								0	0
7560 MAIL/DISTRIBUTION								22,500								50	22,550
<b>INTERNAL SERVICE REIMBURSEMENTS</b>					0	0	0	0	43,568	0	0	0	0	0	0	9,820	53,388
<b>TOTAL MATERIALS AND SERVICES</b>					0	0	0	0	77,505	0	0	0	0	0	0	18,920	96,425
8100 LAND								0								0	0
8200 BUILDINGS								0								0	0
8300 OTHER IMPROVEMENTS								0								0	0
8400 EQUIPMENT								105,400								0	105,400
<b>TOTAL CAPITAL OUTLAY</b>					0	0	0	0	105,400	0	0	0	0	0	0	0	105,400
<b>TOTAL DIRECT BUDGET</b>					0	0	0	0	361,026	0	0	0	0	0	0	94,948	455,974
<b>TOTAL EXPENDITURES</b>					0	0	0	0	444,649	0	0	0	0	0	0	119,726	564,376

BUD 1 - Division Expenditures Spreadsheet

BUDGET REQUEST LGFS Codes OBJECT DETAIL	AGENCY		ORG		PREPARED BY										Date			
	DES	FUND	A & T	Nita Lomax											29-Jan-95			
	158	030	7060		Facilities Tax Title 5655	Board of Equalization 7390	A&T Administration 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admin Support/Exem 7585	Industrial/ Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Offc 7631	Marriage Licenses 7635	TOTAL
5100 PERMANENT		82,160														98,439		180,599
5200 TEMPORARY		0														0		0
5300 OVERTIME		1,481														0		1,481
5400 PREMIUM PAY		0														0		0
5500 FRINGE		14,694														16,194		30,887
<b>DIRECT PERSONAL SERVICES</b>		98,335	0	0	0	0	0	0	0	0	0	0	0	0	0	114,633	0	212,967
5550 INS BENEFITS		15,386														15,703		31,090
<b>TOTAL PERSONAL SERVICES</b>		113,721	0	0	0	0	0	0	0	0	0	0	0	0	0	130,336	0	244,057
6050 COUNTY SUPPLEMENTS		0														0		0
6060 PASS THROUGH PAYMENTS		0														879,541		879,541
6110 PROFESSIONAL SERVICES		0														20,000		20,000
6120 PRINTING		0														500		500
6130 UTILITIES		3,000														0		3,000
6140 COMMUNICATIONS		0														0		0
6170 RENTALS		13,500														0		13,500
6180 REPAIRS & MAINTENANCE		360,000														0		360,000
6190 MAINTENANCE CONTRACTS		0														0		0
6200 POSTAGE		0														0		0
6230 SUPPLIES		500														500		1,000
6270 FOOD		0														0		0
6310 TRAVEL & TRAINING		500														1,700		2,200
6330 LOCAL TRAVEL & MILEAGE		0														502		502
6520 INSURANCE		0														0		0
6530 EXTERNAL D.P.		0														20,000		20,000
6550 DRUGS		0														0		0
6580 CLAIMS PAID/JUDGEMENTS		0														0		0
6610 AWARDS & PREMIUMS		0														0		0
6620 DUES & SUBSCRIPTIONS		150														100		250
7810 DEBT RETIREMENT		0														0		0
7820 INTEREST		0														0		0
<b>DIRECT MATERIALS AND SERVICES</b>		377,650	0	0	0	0	0	0	0	0	0	0	0	0	0	922,843	0	1,300,493
7100 INDIRECT COSTS		28,268														15,297		43,565
7150 TELEPHONE		1,203														1,744		2,947
7200 DATA PROCESSING		0														0		0
7300 MOTOR POOL		3,600														500		4,100
7400 BUILDING MANAGEMENT		12,069														1,085		13,154
7500 OTHER INTERNAL SERVICES		104,934														15,000		119,934
7550 LEASE PAYMENTS TO C.L.R.F.		0														0		0
7560 MAIL/DISTRIBUTION		0														5,000		5,000
<b>INTERNAL SERVICE REIMBURSEMENTS</b>		150,074	0	0	0	0	0	0	0	0	0	0	0	0	0	38,626	0	188,700
<b>TOTAL MATERIALS AND SERVICES</b>		527,724	0	0	0	0	0	0	0	0	0	0	0	0	0	961,469	0	1,489,193
8100 LAND		0														0		0
8200 BUILDINGS		0														0		0
8300 OTHER IMPROVEMENTS		0														0		0
8400 EQUIPMENT		0														0		0
<b>TOTAL CAPITAL OUTLAY</b>		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL DIRECT BUDGET</b>		475,985	0	0	0	0	0	0	0	0	0	0	0	0	0	1,037,476	0	1,513,460
<b>TOTAL EXPENDITURES</b>		641,445	0	0	0	0	0	0	0	0	0	0	0	0	0	1,091,805	0	1,733,250

BUD 1 - Division Expenditures Spreadsheet

BUDGET REQUEST LGFS Codes OBJECT DETAIL	AGENCY ORG		PREPARED BY													
	DES	A & T	Nita Lomax													
	FUND 175	AGENCY 030	ORG 7060	Facilities Tax Title 5655	Board of Equalization 7390	A & T Administration 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admin Support/Exem 7585	Industrial/ Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Offc 7631	Marriage Licenses 7635
5100 PERMANENT		94,450	150,561		468,615	668,297			689,049	962,021	281,969	1,185,872	747,880			5,248,713
5200 TEMPORARY		20,031	2,274		31,266	0			43,485	0	0	0	30,080			127,136
5300 OVERTIME		0	0		7,500	0			0	0	0	0	2,160			9,660
5400 PREMIUM PAY		0	2,798		466	0			0	4,077	0	4,077	0			11,418
5500 FRINGE		18,248	25,327		86,348	117,201			123,869	169,510	49,623	209,022	134,216			933,364
DIRECT PERSONAL SERVICES		132,729	180,960		594,194	785,498	0		856,403	1,135,608	331,591	1,398,971	914,336	0	0	6,330,291
5550 INS BENEFITS		12,916	17,184		77,509	106,894			120,326	146,358	44,568	178,334	120,594			824,682
<b>TOTAL PERSONAL SERVICES</b>		145,645	198,144		671,703	892,392	0		976,729	1,281,966	376,160	1,577,305	1,034,930	0	0	7,154,973
6050 COUNTY SUPPLEMENTS		0	0		0	0			0	0	0	0	0			0
6060 PASS THROUGH PAYMENTS		0	0		0	0			0	0	0	0	0			0
6110 PROFESSIONAL SERVICES		60,292	7,160		94,100	139,200			0	0	0	0	100,050			400,802
6120 PRINTING		6,000	5,000		2,000	5,000			5,500	2,500	2,500	3,500	21,000			53,000
6130 UTILITIES		0	0		0	0			0	0	0	0	0			0
6140 COMMUNICATIONS		0	0		0	0			0	0	0	0	0			0
6170 RENTALS		0	0		0	16,378			0	0	0	0	3,600			19,978
6180 REPAIRS & MAINTENANCE		400	1,000		22,175	3,500			2,000	0	0	1,200	2,500			32,775
6190 MAINTENANCE CONTRACTS		525	250		4,550	33,300			250	0	0	250	20,700			59,825
6200 POSTAGE		0	0		50	0			0	0	0	0	0			50
6230 SUPPLIES		2,000	11,000		56,650	11,150			10,650	7,250	1,100	9,900	9,000			118,700
6270 FOOD		0	250		0	0			0	0	0	0	0			250
6310 TRAVEL & TRAINING		100	6,609		13,850	1,550			2,150	8,580	1,950	6,280	3,750			44,819
6330 LOCAL TRAVEL & MILEAGE		162	1,972		1,900	1,511			1,480	24,744	6,200	42,650	804			81,423
6520 INSURANCE		0	0		0	0			0	0	0	0	0			0
6530 EXTERNAL D.P.		0	0		3,200	0			0	0	0	0	0			3,200
6550 DRUGS		0	0		0	0			0	0	0	0	0			0
6580 CLAIMS PAID/JUDGEMENTS		0	0		0	0			0	0	0	0	0			0
6610 AWARDS & PREMIUMS		0	0		0	0			0	0	0	0	0			0
6620 DUES & SUBSCRIPTIONS		0	1,659		1,068	605			810	1,475	610	860	332			7,419
7810 DEBT RETIREMENT		0	0		0	0			0	0	0	0	0			0
7820 INTEREST		0	0		0	0			0	0	0	0	0			0
<b>DIRECT MATERIALS AND SERVICES</b>		69,479	34,900		199,543	212,194	0		22,840	44,549	12,360	64,640	161,736	0	0	822,241
7100 INDIRECT COSTS		11,205	12,962		98,745	55,018			50,240	64,998	20,390	77,409	68,428			459,395
7150 TELEPHONE		2,920	4,376		6,967	10,321			14,257	8,695	3,954	7,466	17,246			76,202
7200 DATA PROCESSING		0	0		1,210,085	0			0	0	0	0	0			1,210,085
7300 MOTOR POOL		0	1,229		80	0			0	21,600	12,000	1,200	500			36,609
7400 BUILDING MANAGEMENT		8,446	16,708		27,742	69,932			57,551	41,572	15,732	14,605	90,317			342,605
7500 OTHER INTERNAL SERVICES		0	0		0	0			0	0	0	0	0			0
7550 LEASE PAYMENTS TO C.L.R.F.		0	0		0	0			0	0	0	0	0			0
7560 MAIL/DISTRIBUTION		15,000	24,000		12,000	3,000			11,390	2,450	19,240	3,085	170,000			260,165
<b>INTERNAL SERVICE REIMBURSEMENTS</b>		37,571	59,275		1,355,619	138,271	0		133,438	139,315	71,316	103,765	346,491	0	0	2,385,061
<b>TOTAL MATERIALS AND SERVICES</b>		107,050	94,175		1,555,162	350,465	0		156,278	183,864	83,676	168,406	508,227	0	0	3,207,303
8100 LAND		0	0		0	0			0	0	0	0	0			0
8200 BUILDINGS		0	0		0	0			0	0	0	0	0			0
8300 OTHER IMPROVEMENTS		0	0		0	0			0	0	0	0	0			0
8400 EQUIPMENT		0	0		103,410	52,700			0	0	0	0	2,200			158,310
<b>TOTAL CAPITAL OUTLAY</b>		0	0		103,410	52,700	0		0	0	0	0	2,200	0	0	158,310
<b>TOTAL DIRECT BUDGET</b>		202,208	215,860		897,147	1,050,392	0		879,243	1,180,157	343,951	1,463,611	1,078,272	0	0	7,310,843
<b>TOTAL EXPENDITURES</b>		252,695	292,319		2,330,275	1,295,557	0		1,133,007	1,465,830	459,836	1,745,711	1,545,357	0	0	10,520,586

BUD 1 - Org Rollup

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	A & T	Nita Lomax	
	FUND	AGENCY	ORG	Date
	ALL	030	7060	29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	5,194,904	5,608,736	413,832	7.97%
5200 TEMPORARY	125,321	127,136	1,815	1.45%
5300 OVERTIME	11,750	9,660	(2,090)	-17.79%
5400 PREMIUM PAY	39,695	11,418	(28,277)	-71.24%
5500 FRINGE	1,327,829	995,511	(332,318)	-25.03%
<b>DIRECT PERSONAL SERVICES</b>	<b>6,699,499</b>	<b>6,752,461</b>	<b>52,962</b>	<b>0.79%</b>
5550 INS BENEFITS	925,438	895,399	(30,039)	-3.25%
<b>TOTAL PERSONAL SERVICES</b>	<b>7,624,937</b>	<b>7,647,860</b>	<b>22,923</b>	<b>0.30%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	1,319,513	879,541	(439,972)	-33.34%
6110 PROFESSIONAL SERVICES	447,352	420,802	(26,550)	-5.93%
6120 PRINTING	102,420	67,500	(34,920)	-34.09%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	23,878	23,878		0.00%
6180 REPAIRS & MAINTENANCE	46,775	37,875	(8,900)	-19.03%
6190 MAINTENANCE CONTRACTS	105,995	67,125	(38,870)	-36.67%
6200 POSTAGE	50	50		0.00%
6230 SUPPLIES	142,070	129,350	(12,720)	-8.95%
6270 FOOD	250	250		0.00%
6310 TRAVEL & TRAINING	43,659	48,519	4,860	11.13%
6330 LOCAL TRAVEL & MILEAGE	73,576	82,512	8,936	12.15%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	2,000	23,200	21,200	1060.00%
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	8,123	7,519	(604)	-7.44%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>2,315,661</b>	<b>1,788,121</b>	<b>(527,540)</b>	<b>-22.78%</b>
7100 INDIRECT COSTS	450,503	474,692	24,189	5.37%
7150 TELEPHONE	87,796	85,156	(2,640)	-3.01%
7200 DATA PROCESSING	1,232,450	1,210,085	(22,365)	-1.81%
7300 MOTOR POOL	36,609	37,109	500	1.37%
7400 BUILDING MANAGEMENT	371,002	367,318	(3,684)	-0.99%
7500 OTHER INTERNAL SERVICES	873,342	15,000	(858,342)	-98.28%
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	312,906	287,715	(25,191)	-8.05%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>3,364,608</b>	<b>2,477,075</b>	<b>(887,533)</b>	<b>-26.38%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>5,680,269</b>	<b>4,265,197</b>	<b>(1,415,072)</b>	<b>-24.91%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	95,200	263,710	168,510	177.01%
<b>TOTAL CAPITAL OUTLAY</b>	<b>95,200</b>	<b>263,710</b>	<b>168,510</b>	<b>177.01%</b>
<b>TOTAL DIRECT BUDGET</b>	<b>9,110,360</b>	<b>8,804,292</b>	<b>(306,068)</b>	<b>-3.36%</b>
<b>TOTAL EXPENDITURES</b>	<b>13,400,406</b>	<b>12,176,767</b>	<b>(1,223,639)</b>	<b>-9.13%</b>

BUD 1 - Org Rollup

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	A & T	Nita Lomax	
	FUND 100	AGENCY 030	ORG 7060	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	256,606	261,583	4,977	1.94%
5200 TEMPORARY	3,025	0	(3,025)	-100.00%
5300 OVERTIME	0	0		
5400 PREMIUM PAY	5,000	0	(5,000)	-100.00%
5500 FRINGE	66,368	45,953	(20,415)	-30.76%
<b>DIRECT PERSONAL SERVICES</b>	<b>330,999</b>	<b>307,537</b>	<b>(23,462)</b>	<b>-7.09%</b>
5550 INS BENEFITS	55,870	55,014	(856)	-1.53%
<b>TOTAL PERSONAL SERVICES</b>	<b>386,869</b>	<b>362,551</b>	<b>(24,318)</b>	<b>-6.29%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	0	0		
6120 PRINTING	41,820	14,000	(27,820)	-66.52%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	3,900	3,900		0.00%
6180 REPAIRS & MAINTENANCE	5,100	5,100		0.00%
6190 MAINTENANCE CONTRACTS	4,700	7,300	2,600	55.32%
6200 POSTAGE	0	0		
6230 SUPPLIES	13,350	10,150	(3,200)	-23.97%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	1,900	2,000	100	5.26%
6330 LOCAL TRAVEL & MILEAGE	380	587	207	54.47%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	0	0		
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>71,150</b>	<b>43,037</b>	<b>(28,113)</b>	<b>-39.51%</b>
7100 INDIRECT COSTS	0	0		
7150 TELEPHONE	6,979	7,210	231	3.31%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	0	0		
7400 BUILDING MANAGEMENT	27,610	23,628	(3,982)	-14.42%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	61,250	22,550	(38,700)	-63.18%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>95,839</b>	<b>53,388</b>	<b>(42,451)</b>	<b>-44.29%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>166,989</b>	<b>96,425</b>	<b>(70,564)</b>	<b>-42.26%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	11,500	105,400	93,900	816.52%
<b>TOTAL CAPITAL OUTLAY</b>	<b>11,500</b>	<b>105,400</b>	<b>93,900</b>	<b>816.52%</b>
<b>TOTAL DIRECT BUDGET</b>	<b>413,649</b>	<b>455,974</b>	<b>42,325</b>	<b>10.23%</b>
<b>TOTAL EXPENDITURES</b>	<b>565,358</b>	<b>564,376</b>	<b>(982)</b>	<b>-0.17%</b>

BUD 1 - Org Rollup

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	A & T	Nita Lomax	
	FUND 158	AGENCY 030	ORG 7060	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	82,907	98,439	15,532	18.73%
5200 TEMPORARY	0	0		
5300 OVERTIME	750	0	(750)	-100.00%
5400 PREMIUM PAY	1,001	0	(1,001)	-100.00%
5500 FRINGE	21,134	16,194	(4,940)	-23.38%
<b>DIRECT PERSONAL SERVICES</b>	<b>105,792</b>	<b>114,633</b>	<b>8,841</b>	<b>8.36%</b>
5550 INS BENEFITS	16,089	15,703	(386)	-2.40%
<b>TOTAL PERSONAL SERVICES</b>	<b>121,881</b>	<b>130,336</b>	<b>8,455</b>	<b>6.94%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	1,319,513	879,541	(439,972)	-33.34%
6110 PROFESSIONAL SERVICES	47,000	20,000	(27,000)	-57.45%
6120 PRINTING	500	500		0.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	0	0		
6180 REPAIRS & MAINTENANCE	0	0		
6190 MAINTENANCE CONTRACTS	0	0		
6200 POSTAGE	0	0		
6230 SUPPLIES	500	500		0.00%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	500	1,700	1,200	240.00%
6330 LOCAL TRAVEL & MILEAGE	0	502	502	
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	20,000	20,000	
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	100	100		0.00%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>1,368,113</b>	<b>922,843</b>	<b>(445,270)</b>	<b>-32.55%</b>
7100 INDIRECT COSTS	7,905	15,297	7,392	93.51%
7150 TELEPHONE	1,379	1,744	365	26.47%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	0	500	500	
7400 BUILDING MANAGEMENT	1,150	1,085	(65)	-5.65%
7500 OTHER INTERNAL SERVICES	807,737	15,000	(792,737)	-98.14%
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	5,000	5,000		0.00%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>823,171</b>	<b>38,626</b>	<b>(784,545)</b>	<b>-95.31%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>2,191,284</b>	<b>961,469</b>	<b>(1,229,815)</b>	<b>-56.12%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	0	0		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>1,473,905</b>	<b>1,037,476</b>	<b>(436,429)</b>	<b>-29.61%</b>
<b>TOTAL EXPENDITURES</b>	<b>2,313,165</b>	<b>1,091,805</b>	<b>(1,221,360)</b>	<b>-52.80%</b>

BUD 1 - Org Rollup

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	A & T	Nita Lomax	
	FUND 175	AGENCY 030	ORG 7060	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	4,855,391	5,248,713	393,322	8.10%
5200 TEMPORARY	122,296	127,136	4,840	3.96%
5300 OVERTIME	11,000	9,660	(1,340)	-12.18%
5400 PREMIUM PAY	33,694	11,418	(22,276)	-66.11%
5500 FRINGE	1,240,327	933,364	(306,963)	-24.75%
<b>DIRECT PERSONAL SERVICES</b>	<b>6,262,708</b>	<b>6,330,291</b>	<b>67,583</b>	<b>1.08%</b>
5550 INS BENEFITS	853,479	824,682	(28,797)	-3.37%
<b>TOTAL PERSONAL SERVICES</b>	<b>7,116,187</b>	<b>7,154,973</b>	<b>38,786</b>	<b>0.55%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	400,352	400,802	450	0.11%
6120 PRINTING	60,100	53,000	(7,100)	-11.81%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	19,978	19,978		0.00%
6180 REPAIRS & MAINTENANCE	41,675	32,775	(8,900)	-21.36%
6190 MAINTENANCE CONTRACTS	101,295	59,825	(41,470)	-40.94%
6200 POSTAGE	50	50		0.00%
6230 SUPPLIES	128,220	118,700	(9,520)	-7.42%
6270 FOOD	250	250		0.00%
6310 TRAVEL & TRAINING	41,259	44,819	3,560	8.63%
6330 LOCAL TRAVEL & MILEAGE	73,196	81,423	8,227	11.24%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	2,000	3,200	1,200	60.00%
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	8,023	7,419	(604)	-7.53%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>876,398</b>	<b>822,241</b>	<b>(54,157)</b>	<b>-6.18%</b>
7100 INDIRECT COSTS	442,598	459,395	16,797	3.80%
7150 TELEPHONE	79,438	76,202	(3,236)	-4.07%
7200 DATA PROCESSING	1,232,450	1,210,085	(22,365)	-1.81%
7300 MOTOR POOL	36,609	36,609		0.00%
7400 BUILDING MANAGEMENT	342,242	342,605	363	0.11%
7500 OTHER INTERNAL SERVICES	65,605	0	(65,605)	-100.00%
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	246,656	260,165	13,509	5.48%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>2,445,598</b>	<b>2,385,061</b>	<b>(60,537)</b>	<b>-2.48%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>3,321,996</b>	<b>3,207,303</b>	<b>(114,693)</b>	<b>-3.45%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	83,700	158,310	74,610	89.14%
<b>TOTAL CAPITAL OUTLAY</b>	<b>83,700</b>	<b>158,310</b>	<b>74,610</b>	<b>89.14%</b>
<b>TOTAL DIRECT BUDGET</b>	<b>7,222,806</b>	<b>7,310,843</b>	<b>88,037</b>	<b>1.22%</b>
<b>TOTAL EXPENDITURES</b>	<b>10,521,883</b>	<b>10,520,586</b>	<b>(1,297)</b>	<b>-0.01%</b>

BUD 1 - Division Expenditures Spreadsheet

BUDGET REQUEST LGFS Codes	AGENCY DES		ORG A & T		PREPARED BY Nita Lomax									Date			
	FUND ALL	AGENCY 030	ORG 7060	Board of Equalization	Administratio	Technical Support	Records Management	Recording	Support/Exem	Admla	Industrial/ Commercial	Personal Property	Residential	Tax Collection	Tax Title Business Offc	Marriage Licenses	TOTAL
	7390	7565	7566	7390	7565	7566	7570	7575	7585	7585	7590	7600	7610	7630	7631	7635	29-Jan-95
5100 PERMANENT	94,450	150,561	468,615	668,297	188,563	689,049	962,021	281,969	1,185,872	747,880	98,439	73,020	5,608,736				
5200 TEMPORARY	20,031	2,274	31,266	0	0	43,485	0	0	0	0	0	0	127,136				
5300 OVERTIME	0	0	7,500	0	0	0	0	0	0	0	0	0	9,660				
5400 PREMIUM PAY	0	2,798	466	0	0	0	0	4,077	0	0	4,077	0	11,418				
5500 FRINGE	18,248	25,327	86,348	117,201	33,126	123,869	169,510	49,623	209,022	134,216	16,194	12,827	995,511				
<b>DIRECT PERSONAL SERVICES</b>	<b>132,729</b>	<b>180,960</b>	<b>594,194</b>	<b>785,498</b>	<b>221,689</b>	<b>856,403</b>	<b>1,135,608</b>	<b>331,591</b>	<b>1,398,971</b>	<b>914,336</b>	<b>114,633</b>	<b>85,848</b>	<b>6,752,461</b>				
5550 INS BENEFITS	12,916	17,184	77,509	106,894	40,055	120,326	146,358	44,568	178,334	120,594	15,703	14,959	895,399				
<b>TOTAL PERSONAL SERVICES</b>	<b>145,645</b>	<b>198,144</b>	<b>671,703</b>	<b>892,392</b>	<b>261,744</b>	<b>976,729</b>	<b>1,281,966</b>	<b>376,160</b>	<b>1,577,305</b>	<b>1,034,930</b>	<b>130,336</b>	<b>100,806</b>	<b>7,647,860</b>				
6050 COUNTY SUPPLEMENTS	0	0	0	0	0	0	0	0	0	0	0	0	0				
6060 PASS THROUGH PAYMENTS	0	0	0	0	0	0	0	0	0	0	0	0	879,541				
6110 PROFESSIONAL SERVICES	60,292	7,160	94,100	139,200	0	0	0	0	0	100,050	20,000	0	420,802				
6120 PRINTING	6,000	5,000	2,000	5,000	8,000	5,500	2,500	2,500	3,500	21,000	500	6,000	67,500				
6130 UTILITIES	0	0	0	0	0	0	0	0	0	0	0	0	0				
6140 COMMUNICATIONS	0	0	0	0	0	0	0	0	0	0	0	0	0				
6170 RENTALS	0	0	0	16,378	3,600	0	0	0	0	3,600	0	300	23,878				
6180 REPAIRS & MAINTENANCE	400	1,000	22,175	3,500	5,000	2,000	0	0	1,200	2,500	0	100	37,875				
6190 MAINTENANCE CONTRACTS	525	250	4,550	33,300	5,050	250	0	0	250	20,700	0	2,250	67,125				
6200 POSTAGE	0	0	50	0	0	0	0	0	0	0	0	0	50				
6230 SUPPLIES	2,000	11,000	56,650	11,150	9,700	10,650	7,250	1,100	9,900	9,000	500	450	129,350				
6270 FOOD	0	250	0	0	0	0	0	0	0	0	0	0	250				
6310 TRAVEL & TRAINING	100	6,609	13,850	1,550	2,000	2,150	8,580	1,950	6,280	3,750	1,700	0	48,519				
6330 LOCAL TRAVEL & MILEAGE	162	1,972	1,900	1,511	587	1,480	24,744	6,200	42,650	804	502	0	82,512				
6520 INSURANCE	0	0	0	0	0	0	0	0	0	0	0	0	0				
6530 EXTERNAL D.P.	0	0	3,200	0	0	0	0	0	0	0	0	20,000	23,200				
6550 DRUGS	0	0	0	0	0	0	0	0	0	0	0	0	0				
6580 CLAIMS PAID/JUDGEMENTS	0	0	0	0	0	0	0	0	0	0	0	0	0				
6610 AWARDS & PREMIUMS	0	0	0	0	0	0	0	0	0	0	0	0	0				
6620 DUES & SUBSCRIPTIONS	0	1,659	1,068	605	0	810	1,475	610	860	332	100	0	7,519				
7810 DEBT RETIREMENT	0	0	0	0	0	0	0	0	0	0	0	0	0				
7820 INTEREST	0	0	0	0	0	0	0	0	0	0	0	0	0				
<b>DIRECT MATERIALS AND SERVICES</b>	<b>69,479</b>	<b>34,900</b>	<b>199,543</b>	<b>212,194</b>	<b>33,937</b>	<b>22,840</b>	<b>44,549</b>	<b>12,360</b>	<b>64,640</b>	<b>161,736</b>	<b>922,843</b>	<b>9,100</b>	<b>1,788,121</b>				
7100 INDIRECT COSTS	11,205	12,962	98,745	55,018	0	50,240	64,998	20,390	77,409	68,428	15,297	0	474,692				
7150 TELEPHONE	2,920	4,376	6,967	10,321	5,316	14,257	8,695	3,954	7,466	17,246	1,744	1,894	85,156				
7200 DATA PROCESSING	0	0	1,210,085	0	0	0	0	0	0	0	0	0	1,210,085				
7300 MOTOR POOL	0	1,229	80	0	0	0	21,600	12,000	1,200	500	500	0	37,109				
7400 BUILDING MANAGEMENT	8,446	16,708	27,742	69,932	15,752	57,551	41,572	15,732	14,605	90,317	1,085	7,876	367,318				
7500 OTHER INTERNAL SERVICES	0	0	0	0	0	0	0	0	0	0	0	15,000	15,000				
7550 LEASE PAYMENTS TO C.L.R.F.	0	0	0	0	0	0	0	0	0	0	0	0	0				
7560 MAIL/DISTRIBUTION	15,000	24,000	12,000	3,000	22,500	11,390	2,450	19,240	3,085	170,000	5,000	50	287,715				
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>37,571</b>	<b>59,275</b>	<b>1,355,619</b>	<b>138,271</b>	<b>43,568</b>	<b>133,438</b>	<b>139,315</b>	<b>71,316</b>	<b>103,765</b>	<b>346,491</b>	<b>38,626</b>	<b>9,820</b>	<b>2,477,075</b>				
<b>TOTAL MATERIALS AND SERVICES</b>	<b>107,050</b>	<b>94,175</b>	<b>1,555,162</b>	<b>350,465</b>	<b>77,505</b>	<b>156,278</b>	<b>183,864</b>	<b>83,676</b>	<b>168,406</b>	<b>508,227</b>	<b>961,469</b>	<b>18,920</b>	<b>4,265,197</b>				
8100 LAND	0	0	0	0	0	0	0	0	0	0	0	0	0				
8200 BUILDINGS	0	0	0	0	0	0	0	0	0	0	0	0	0				
8300 OTHER IMPROVEMENTS	0	0	0	0	0	0	0	0	0	0	0	0	0				
8400 EQUIPMENT	0	0	103,410	52,700	105,400	0	0	0	0	2,200	0	0	263,710				
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>103,410</b>	<b>52,700</b>	<b>105,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,200</b>	<b>0</b>	<b>0</b>	<b>263,710</b>				
<b>TOTAL DIRECT BUDGET</b>	<b>202,208</b>	<b>215,860</b>	<b>897,147</b>	<b>1,050,392</b>	<b>361,026</b>	<b>879,243</b>	<b>1,180,157</b>	<b>343,951</b>	<b>1,463,611</b>	<b>1,078,272</b>	<b>1,037,476</b>	<b>94,948</b>	<b>8,804,292</b>				
<b>TOTAL EXPENDITURES</b>	<b>252,695</b>	<b>292,319</b>	<b>2,330,275</b>	<b>1,295,557</b>	<b>444,649</b>	<b>1,133,007</b>	<b>1,465,830</b>	<b>459,836</b>	<b>1,745,711</b>	<b>1,545,357</b>	<b>1,091,805</b>	<b>119,726</b>	<b>12,176,767</b>				

BUD 1 - Division Expenditures Spreadsheet

BUDGET REQUEST LGFS Codes OBJECT DETAIL	AGENCY		ORG		PREPARED BY								Date	
	DES	A & T	Nita Lomax										29-Jan-95	
	FUND 100	AGENCY 030	ORG 7060											
	Board of Equalization 7390	A&T Adminstratio 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admln Support/Exem 7585	Industrial/ Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Offc 7631	Marriage Licenses 7635	TOTAL	
5100 PERMANENT					188,563							73,020	261,583	
5200 TEMPORARY					0							0	0	
5300 OVERTIME					0							0	0	
5400 PREMIUM PAY					0							0	0	
5500 FRINGE					33,126							12,827	45,953	
<b>DIRECT PERSONAL SERVICES</b>	0	0	0	0	221,689	0	0	0	0	0	0	85,848	307,537	
5550 INS BENEFITS					40,055							14,959	55,014	
<b>TOTAL PERSONAL SERVICES</b>	0	0	0	0	261,744	0	0	0	0	0	0	100,806	362,551	
6050 COUNTY SUPPLEMENTS					0							0	0	
6060 PASS THROUGH PAYMENTS					0							0	0	
6110 PROFESSIONAL SERVICES					0							0	0	
6120 PRINTING					8,000							6,000	14,000	
6130 UTILITIES					0							0	0	
6140 COMMUNICATIONS					0							0	0	
6170 RENTALS					3,600							300	3,900	
6180 REPAIRS & MAINTENANCE					5,000							100	5,100	
6190 MAINTENANCE CONTRACTS					5,050							2,250	7,300	
6200 POSTAGE					0							0	0	
6230 SUPPLIES					9,700							450	10,150	
6270 FOOD					0							0	0	
6310 TRAVEL & TRAINING					2,000							0	2,000	
6330 LOCAL TRAVEL & MILEAGE					587							0	587	
6520 INSURANCE					0							0	0	
6530 EXTERNAL D.P.					0							0	0	
6550 DRUGS					0							0	0	
6580 CLAIMS PAID/JUDGEMENTS					0							0	0	
6610 AWARDS & PREMIUMS					0							0	0	
6620 DUES & SUBSCRIPTIONS					0							0	0	
7810 DEBT RETIREMENT					0							0	0	
7820 INTEREST					0							0	0	
<b>DIRECT MATERIALS AND SERVICES</b>	0	0	0	0	33,937	0	0	0	0	0	0	9,100	43,037	
7100 INDIRECT COSTS					0							0	0	
7150 TELEPHONE					5,316							1,894	7,210	
7200 DATA PROCESSING					0							0	0	
7300 MOTOR POOL					0							0	0	
7400 BUILDING MANAGEMENT					15,752							7,876	23,628	
7500 OTHER INTERNAL SERVICES					0							0	0	
7550 LEASE PAYMENTS TO C.L.R.F.					0							0	0	
7560 MAIL/DISTRIBUTION					22,500							50	22,550	
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	0	0	0	0	43,568	0	0	0	0	0	0	9,820	53,388	
<b>TOTAL MATERIALS AND SERVICES</b>	0	0	0	0	77,505	0	0	0	0	0	0	18,920	96,425	
8100 LAND					0							0	0	
8200 BUILDINGS					0							0	0	
8300 OTHER IMPROVEMENTS					0							0	0	
8400 EQUIPMENT					105,400							0	105,400	
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	105,400	0	0	0	0	0	0	0	105,400	
<b>TOTAL DIRECT BUDGET</b>	0	0	0	0	361,026	0	0	0	0	0	0	94,948	455,974	
<b>TOTAL EXPENDITURES</b>	0	0	0	0	444,649	0	0	0	0	0	0	119,726	564,376	

BUD 1 - Division Expenditures Spreadsheet

BUDGET REQUEST LGFS Codes	AGENCY		ORG		PREPARED BY									
	DES	A & T	Nita Lomax											
	FUND	AGENCY	ORG	Date										
OBJECT DETAIL	158	030	7060	7570	7575	7585	7590	7600	7610	7630	7631	7635	TOTAL	
	Board of Equalization 7390	A&T Administratio 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admin Support/Exem 7585	Industrial/ Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Off 7631	Marriage Licenses 7635	29-Jan-95	
5100 PERMANENT											98,439		98,439	
5200 TEMPORARY											0		0	
5300 OVERTIME											0		0	
5400 PREMIUM PAY											0		0	
5500 FRINGE											16,194		16,194	
DIRECT PERSONAL SERVICES	0	0	0	0	0	0	0	0	0	0	114,633	0	114,633	
5550 INS BENEFITS											15,703		15,703	
<b>TOTAL PERSONAL SERVICES</b>	0	0	0	0	0	0	0	0	0	0	130,336	0	130,336	
6050 COUNTY SUPPLEMENTS											0		0	
6060 PASS THROUGH PAYMENTS											879,541		879,541	
6110 PROFESSIONAL SERVICES											20,000		20,000	
6120 PRINTING											500		500	
6130 UTILITIES											0		0	
6140 COMMUNICATIONS											0		0	
6170 RENTALS											0		0	
6180 REPAIRS & MAINTENANCE											0		0	
6190 MAINTENANCE CONTRACTS											0		0	
6200 POSTAGE											0		0	
6230 SUPPLIES											500		500	
6270 FOOD											0		0	
6310 TRAVEL & TRAINING											1,700		1,700	
6330 LOCAL TRAVEL & MILEAGE											502		502	
6520 INSURANCE											0		0	
6530 EXTERNAL D.P.											20,000		20,000	
6550 DRUGS											0		0	
6580 CLAIMS PAID/JUDGEMENTS											0		0	
6610 AWARDS & PREMIUMS											0		0	
6620 DUES & SUBSCRIPTIONS											100		100	
7810 DEBT RETIREMENT											0		0	
7820 INTEREST											0		0	
DIRECT MATERIALS AND SERVICES	0	0	0	0	0	0	0	0	0	0	922,843	0	922,843	
7100 INDIRECT COSTS											15,297		15,297	
7150 TELEPHONE											1,744		1,744	
7200 DATA PROCESSING											0		0	
7300 MOTOR POOL											500		500	
7400 BUILDING MANAGEMENT											1,085		1,085	
7500 OTHER INTERNAL SERVICES											15,000		15,000	
7550 LEASE PAYMENTS TO C.L.R.F.											0		0	
7560 MAIL/DISTRIBUTION											5,000		5,000	
INTERNAL SERVICE REIMBURSEMENTS	0	0	0	0	0	0	0	0	0	0	38,626	0	38,626	
<b>TOTAL MATERIALS AND SERVICES</b>	0	0	0	0	0	0	0	0	0	0	961,469	0	961,469	
8100 LAND											0		0	
8200 BUILDINGS											0		0	
8300 OTHER IMPROVEMENTS											0		0	
8400 EQUIPMENT											0		0	
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>TOTAL DIRECT BUDGET</b>	0	0	0	0	0	0	0	0	0	0	1,037,476	0	1,037,476	
<b>TOTAL EXPENDITURES</b>	0	0	0	0	0	0	0	0	0	0	1,091,805	0	1,091,805	

BUD 1 - Division Expenditures Spreadsheet

BUDGET REQUEST LGFS Codes	AGENCY		ORG		PREPARED BY									
	DES	A & T	Nita Lomax											
	FUND 175	AGENCY 030	ORG 7060	Date 29-Jan-95										
OBJECT DETAIL	Board of Equalization 7390	A&T Administratio 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admin Support/Exem 7585	Industrial/ Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Offc 7631	Marriage Licenses 7635	TOTAL	
5100 PERMANENT	94,450	150,561	468,615	668,297		689,049	962,021	281,969	1,185,872	747,880			5,248,713	
5200 TEMPORARY	20,031	2,274	31,266	0		43,485	0	0	0	30,080			127,136	
5300 OVERTIME	0	0	7,500	0		0	0	0	0	2,160			9,660	
5400 PREMIUM PAY	0	2,798	466	0		0	4,077	0	4,077	0			11,418	
5500 FRINGE	18,248	25,327	86,348	117,201		123,869	169,510	49,623	209,022	134,216			933,364	
<b>DIRECT PERSONAL SERVICES</b>	<b>132,729</b>	<b>180,960</b>	<b>594,194</b>	<b>785,498</b>	<b>0</b>	<b>856,403</b>	<b>1,135,608</b>	<b>331,591</b>	<b>1,398,971</b>	<b>914,336</b>	<b>0</b>	<b>0</b>	<b>6,330,291</b>	
5550 INS BENEFITS	12,916	17,184	77,509	106,894		120,326	146,358	44,568	178,334	120,594			824,682	
<b>TOTAL PERSONAL SERVICES</b>	<b>145,645</b>	<b>198,144</b>	<b>671,703</b>	<b>892,392</b>	<b>0</b>	<b>976,729</b>	<b>1,281,966</b>	<b>376,160</b>	<b>1,577,305</b>	<b>1,034,930</b>	<b>0</b>	<b>0</b>	<b>7,154,973</b>	
6050 COUNTY SUPPLEMENTS	0	0	0	0		0	0	0	0	0			0	
6060 PASS THROUGH PAYMENTS	0	0	0	0		0	0	0	0	0			0	
6110 PROFESSIONAL SERVICES	60,292	7,160	94,100	139,200		0	0	0	0	100,050			400,802	
6120 PRINTING	6,000	5,000	2,000	5,000		5,500	2,500	2,500	3,500	21,000			53,000	
6130 UTILITIES	0	0	0	0		0	0	0	0	0			0	
6140 COMMUNICATIONS	0	0	0	0		0	0	0	0	0			0	
6170 RENTALS	0	0	0	16,378		0	0	0	0	3,600			19,978	
6180 REPAIRS & MAINTENANCE	400	1,000	22,175	3,500		2,000	0	0	1,200	2,500			32,775	
6190 MAINTENANCE CONTRACTS	525	250	4,550	33,300		250	0	0	250	20,700			59,825	
6200 POSTAGE	0	0	50	0		0	0	0	0	0			50	
6230 SUPPLIES	2,000	11,000	56,650	11,150		10,650	7,250	1,100	9,900	9,000			118,700	
6270 FOOD	0	250	0	0		0	0	0	0	0			250	
6310 TRAVEL & TRAINING	100	6,609	13,850	1,550		2,150	8,580	1,950	6,280	3,750			44,819	
6330 LOCAL TRAVEL & MILEAGE	162	1,972	1,900	1,511		1,480	24,744	6,200	42,650	804			81,423	
6520 INSURANCE	0	0	0	0		0	0	0	0	0			0	
6530 EXTERNAL D.P.	0	0	3,200	0		0	0	0	0	0			3,200	
6550 DRUGS	0	0	0	0		0	0	0	0	0			0	
6580 CLAIMS PAID/JUDGEMENTS	0	0	0	0		0	0	0	0	0			0	
6610 AWARDS & PREMIUMS	0	0	0	0		0	0	0	0	0			0	
6620 DUES & SUBSCRIPTIONS	0	1,659	1,068	605		810	1,475	610	860	332			7,419	
7810 DEBT RETIREMENT	0	0	0	0		0	0	0	0	0			0	
7820 INTEREST	0	0	0	0		0	0	0	0	0			0	
<b>DIRECT MATERIALS AND SERVICES</b>	<b>69,479</b>	<b>34,900</b>	<b>199,543</b>	<b>212,194</b>	<b>0</b>	<b>22,840</b>	<b>44,549</b>	<b>12,360</b>	<b>64,640</b>	<b>161,736</b>	<b>0</b>	<b>0</b>	<b>822,241</b>	
7100 INDIRECT COSTS	11,205	12,962	98,745	55,018		50,240	64,998	20,390	77,409	68,428			459,395	
7150 TELEPHONE	2,920	4,376	6,967	10,321		14,257	8,695	3,954	7,466	17,246			76,202	
7200 DATA PROCESSING	0	0	1,210,085	0		0	0	0	0	0			1,210,085	
7300 MOTOR POOL	0	1,229	80	0		0	21,600	12,000	1,200	500			36,609	
7400 BUILDING MANAGEMENT	8,446	16,708	27,742	69,932		57,551	41,572	15,732	14,605	90,317			342,605	
7500 OTHER INTERNAL SERVICES	0	0	0	0		0	0	0	0	0			0	
7550 LEASE PAYMENTS TO C.L.R.F.	0	0	0	0		0	0	0	0	0			0	
7560 MAIL/DISTRIBUTION	15,000	24,000	12,000	3,000		11,390	2,450	19,240	3,085	170,000			260,165	
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>37,571</b>	<b>59,275</b>	<b>1,355,619</b>	<b>138,271</b>	<b>0</b>	<b>133,438</b>	<b>139,315</b>	<b>71,316</b>	<b>103,765</b>	<b>346,491</b>	<b>0</b>	<b>0</b>	<b>2,385,061</b>	
<b>TOTAL MATERIALS AND SERVICES</b>	<b>107,050</b>	<b>94,175</b>	<b>1,555,162</b>	<b>350,465</b>	<b>0</b>	<b>156,278</b>	<b>183,864</b>	<b>83,676</b>	<b>168,406</b>	<b>508,227</b>	<b>0</b>	<b>0</b>	<b>3,207,303</b>	
8100 LAND	0	0	0	0		0	0	0	0	0			0	
8200 BUILDINGS	0	0	0	0		0	0	0	0	0			0	
8300 OTHER IMPROVEMENTS	0	0	0	0		0	0	0	0	0			0	
8400 EQUIPMENT	0	0	103,410	52,700		0	0	0	0	2,200			158,310	
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>103,410</b>	<b>52,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,200</b>	<b>0</b>	<b>0</b>	<b>158,310</b>	
<b>TOTAL DIRECT BUDGET</b>	<b>202,208</b>	<b>215,860</b>	<b>897,147</b>	<b>1,050,392</b>	<b>0</b>	<b>879,243</b>	<b>1,180,157</b>	<b>343,951</b>	<b>1,463,611</b>	<b>1,078,272</b>	<b>0</b>	<b>0</b>	<b>7,310,843</b>	
<b>TOTAL EXPENDITURES</b>	<b>252,695</b>	<b>292,319</b>	<b>2,330,275</b>	<b>1,295,557</b>	<b>0</b>	<b>1,133,007</b>	<b>1,465,830</b>	<b>459,836</b>	<b>1,745,711</b>	<b>1,545,357</b>	<b>0</b>	<b>0</b>	<b>10,520,586</b>	

**1994-95 to 1995-96 Budget Comparison  
FTE's and Salary Savings**

<b>Activity/Service Area/Program</b>	<b>Number of FTE's</b>			<b>Savings</b>
	<b>1994-95 Adopted Budget</b>	<b>1995-96 Requested Budget</b>	<b>Difference</b>	<b>Budgeted 0.9% Salary Savings</b>
Division Management	3.00	3.00	0.00	1,948
Technical Support	13.00	13.00	0.00	6,336
Records Management	21.00	21.00	0.00	9,014
Appraisal Support	23.00	23.00	0.00	9,382
Residential Appraisals	28.00	29.00	1.00	15,883
Commercial/Industrial Appraisals	23.00	23.00	0.00	12,899
Personal Property Appraisals	9.00	8.00	(1.00)	3,800
Tax Collections	23.17	24.85	1.68	10,093
Board of Equalization	3.00	2.65	(0.35)	1,248
Document Recording	8.00	7.00	(1.00)	0
Licenses & Passports	2.50	2.50	0.00	0
A&T Tax Title	3.33	3.00	(0.33)	0
<b>Totals</b>	<b>160.00</b>	<b>160.00</b>	<b>0.00</b>	<b>70,603</b>

<u>Constraint Comparison</u>	<u>Constraint</u>	<u>Actual</u>	<u>Difference</u>
General Fund Direct Expenditures	565,358	564,376	(982)
Cash Transfer to A&T Fund	7,557,694	7,546,634	(11,060)
Totals	8,123,052	8,111,010	(12,042)

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	A&T Administration	Nita Lomax	
	FUND 175	AGENCY 030	ORG 7565	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	142,116	150,561	8,445	5.94%
5200 TEMPORARY	2,274	2,274		0.00%
5300 OVERTIME	0	0		
5400 PREMIUM PAY	2,798	2,798		0.00%
5500 FRINGE	35,827	25,327	(10,500)	-29.31%
<b>DIRECT PERSONAL SERVICES</b>	<b>183,015</b>	<b>180,960</b>	<b>(2,055)</b>	<b>-1.12%</b>
5550 INS BENEFITS	18,190	17,184	(1,006)	-5.53%
<b>TOTAL PERSONAL SERVICES</b>	<b>201,205</b>	<b>198,144</b>	<b>(3,061)</b>	<b>-1.52%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	7,160	7,160		0.00%
6120 PRINTING	5,000	5,000		0.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	0	0		
6180 REPAIRS & MAINTENANCE	1,000	1,000		0.00%
6190 MAINTENANCE CONTRACTS	250	250		0.00%
6200 POSTAGE	0	0		
6230 SUPPLIES	11,000	11,000		0.00%
6270 FOOD	250	250		0.00%
6310 TRAVEL & TRAINING	6,109	6,609	500	8.18%
6330 LOCAL TRAVEL & MILEAGE	1,972	1,972		0.00%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	1,659	1,659		0.00%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>34,400</b>	<b>34,900</b>	<b>500</b>	<b>1.45%</b>
7100 INDIRECT COSTS	12,453	12,962	509	4.09%
7150 TELEPHONE	4,265	4,376	111	2.61%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	1,229	1,229		0.00%
7400 BUILDING MANAGEMENT	15,934	16,708	774	4.86%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	22,011	24,000	1,989	9.04%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>55,892</b>	<b>59,275</b>	<b>3,383</b>	<b>6.05%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>90,292</b>	<b>94,175</b>	<b>3,883</b>	<b>4.30%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	0	0		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>217,415</b>	<b>215,860</b>	<b>(1,555)</b>	<b>-0.72%</b>
<b>TOTAL EXPENDITURES</b>	<b>291,497</b>	<b>292,319</b>	<b>822</b>	<b>0.28%</b>

**BUD2 SUMMARY**

<b>PERSONNEL SUMMARY</b>		<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>
		A&T Administration			21-Jan-95
<b>LGFS Codes:</b>		<b>Fund</b>	<b>Agency</b>	<b>Org</b>	<b>PREPARED BY</b>
		175	030	7565	Nita Lomax
<b>FTE</b>	<b>JOB TITLE</b>	<b>JOB NO.</b>	<b>BASE</b>		
1.00	ADMINISTRATIVE SECRETARY	6005	28,590		
1.00	ADMINISTRATIVE ANALYST	9006	40,939		
1.00	A & T MANAGER/SENIOR	9602	82,553		
<b>3.00</b>	<b>TOTAL FTE</b>	<b>TOTAL</b>	<b>152,082</b>		

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED		
LGFS Codes:			A&T Administration			29-Jan-95		
			Fund	Agency	Org	PREPARED BY		
			175	030	7565	Nita Lomax		
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST	
1.00	ADMINISTRATIVE SECRETARY	6005	DICKSON, LOLA L	28,589.60	5,022.50	4,973.12	38,585.22	
1.00	ADMINISTRATIVE ANALYST	9006	LOMAX, JUANITA	40,939.36	7,192.06	5,359.47	53,490.89	
1.00	A & T MANAGER/SENIOR	9602	DRUIAN, JANICE M	82,553.14	13,178.71	6,982.16	102,714.01	
			Salary Savings	1.00%	(1,521.00)	(254.00)	(173.00)	(1,948.00)
3.00 Total FTE			PERMANENT	5100	150,561	25,139	17,142	192,842
			TEMPORARY	5200	2,274	188	42	2,504
			OVERTIME	5300	0	0	0	0
			PREMIUM	5400	2,798	0	0	2,798
			TOTAL		5500	5550		198,144
					25,327	17,184		

NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.

BUD 2a

<b>TEMP, O'TIME &amp; PREMIUM DETAIL</b>  <b>LGFS CODES</b>	<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>	
	A&T Administration			08-Jan-95	
	<b>FUND</b>	<b>AGENCY</b>	<b>ORG</b>	<b>PREPARED BY</b>	
175	030	7565	Nita Lomax		

<b>TEMPORARY EMPLOYEES</b>	<b>HOURS</b>	<b>RATE</b>	<b>5200 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
<b>Explanation (Description, Job Class, etc.)</b>					
Est 200 hrs @\$11.37/hr for Temporary Worker for vacation coverage	200	11.37	2,274	188	42
<b>TOTALS (TRANSFER TO BUD 2)</b>			2,274	188	42

<b>OVERTIME PAY</b>	<b>O'TIME HOURS</b>	<b>O'TIME RATE</b>	<b>5300 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
<b>Explanation (Description, Job Class, etc.)</b>					
<b>TOTALS (TRANSFER TO BUD 2)</b>					
			0	0	0

<b>PREMIUM PAY</b>	<b>PREM HOURS</b>	<b>PREM RATE</b>	<b>5400 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
<b>Explanation (Description, Job Class, etc.)</b>					
Est 200 hrs @\$13.99/hr out of class pay during vacation relief	200	13.99	2798		
<b>TOTALS (TRANSFER TO BUD 2)</b>			2,798	0	0

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		A&T Administration			21-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7565	Nita Lomax
OBJECT CODE	EXPLANATION	AMOUNT			
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6110	Professional Services . Administrative contracts for special projects such as technical and customer services, cultural awareness training, etc. . Computer Room Alarm System monitoring for fiscal year	7,160			
6120	Printing	5,000			
6180	Repairs & Maintenance . Maintenance and repairs on two typewriters, three personal computers and various other office equipment	1,000			
6190	Maintenance Contract	250			
6230	Supplies . General office supplies for Division's Supply Room	11,000			
6270	Food	250			
6310	Education & Training . Assessors Mid-Winter Conference (1 person) 450 . Assessors Summer Conference 450 . Tax Collectors Conference 450 . Institute Course 399 . DOR Technical Training (1 person) 300 . General Professional Development Courses 1,000 . Supervisory Development Courses 3,250 . CPR & First Aid (6 people @\$35/ea) 210 . Legislative Session Update (2 people @ \$50/ea) 100	6,609			
6330	Local Travel/Mileage . Reimbursement for use of personal vehicles, parking and one bus pass	1,972			
6620	Dues and Subscriptions	1,659			

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		A&T Administration			29-Jan-95
LGFS CODES		Fund	Agency	Org	PREPARED BY
		175	030	7565	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Internal Service Reimbursements</b>				
7100	Indirect				12,962
	Item	Amount	Indirect Rate	Indirect Amount	
	Personal Services	198,144.12	4.64%	9,194	
	M&S	81,213.14	4.64%	3,768	
	Pass Through	0.00	0.70%	0	
	Total Indirect			12,962	
7150	Telecommunications				4,376
	Fixed Charges				
	1 Auto Attendant		429.00		
	1 Multi-line set enhanced on network		321.72		
	2 Multi-line set on network		214.56		
	2 Single-line set on network		241.20		
	2 Other Equipment Access		107.28		
	4 Voice Mail		214.56		
	6 County Network DID Lines		1,707.12		
	4 County Network DN Lines		620.16		
	4 County Directories		16.00		
	Total Fixed Costs			3,871.60	
	Variable Costs				
	Cellular Line		256.44		
	TMS Call Summary		248.10		
	Total Variable Costs			504.54	
7200	Data Processing Services				0
7300	Motor Pool Services				1,229
7400	Building Management Lease office space 1,294 square footage - Commonwealth Building				16,708
7500	Other Internal Services				0
7560	Distribution/Postage				24,000

CONTRACTS		ORGANIZATION NAME			DATE PREPARED	
		A&T Administration			08-Jan-95	
LGFS CODES:		Fund 175	Agency 030	Org 7565	PREPARED BY Nita Lomax	
OBJECT CODE	CONTRACT DESCRIPTION	CONTACT PERSON		ESTIMATED AWARD	TYPE	AMOUNT
6190	Murata F37 Fax Machine	Nita Lomax			MNT	\$250.00
6110	Professional Services Contracts for technical/customer services, cultural awareness training, etc.	Nita Lomax			PSA	\$7,160.00
	A&T Division Contracts	Nita Lomax			ALL	See: A&T Org Appropriations

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Technical Support	Nita Lomax	
	FUND 175	AGENCY 030	ORG 7566	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	435,861	468,615	32,754	7.51%
5200 TEMPORARY	27,050	31,266	4,216	15.59%
5300 OVERTIME	7,500	7,500		0.00%
5400 PREMIUM PAY	4,686	466	(4,220)	-90.06%
5500 FRINGE	115,473	86,348	(29,125)	-25.22%
<b>DIRECT PERSONAL SERVICES</b>	<b>590,570</b>	<b>594,194</b>	<b>3,624</b>	<b>0.61%</b>
5550 INS BENEFITS	79,723	77,509	(2,214)	-2.78%
<b>TOTAL PERSONAL SERVICES</b>	<b>670,293</b>	<b>671,703</b>	<b>1,410</b>	<b>0.21%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	55,600	94,100	38,500	69.24%
6120 PRINTING	500	2,000	1,500	300.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	0	0		
6180 REPAIRS & MAINTENANCE	28,075	22,175	(5,900)	-21.02%
6190 MAINTENANCE CONTRACTS	35,295	4,550	(30,745)	-87.11%
6200 POSTAGE	50	50		0.00%
6230 SUPPLIES	60,970	56,650	(4,320)	-7.09%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	9,600	13,850	4,250	44.27%
6330 LOCAL TRAVEL & MILEAGE	2,100	1,900	(200)	-9.52%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	2,000	3,200	1,200	60.00%
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	1,087	1,068	(19)	-1.75%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>195,277</b>	<b>199,543</b>	<b>4,266</b>	<b>2.18%</b>
7100 INDIRECT COSTS	93,615	98,745	5,130	5.48%
7150 TELEPHONE	6,020	6,967	947	15.73%
7200 DATA PROCESSING	1,232,450	1,210,085	(22,365)	-1.81%
7300 MOTOR POOL	80	80		0.00%
7400 BUILDING MANAGEMENT	27,412	27,742	330	1.20%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	1,000	12,000	11,000	1100.00%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>1,360,577</b>	<b>1,355,619</b>	<b>(4,958)</b>	<b>-0.36%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>1,555,854</b>	<b>1,555,162</b>	<b>(692)</b>	<b>-0.04%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	71,200	103,410	32,210	45.24%
<b>TOTAL CAPITAL OUTLAY</b>	<b>71,200</b>	<b>103,410</b>	<b>32,210</b>	<b>45.24%</b>
<b>TOTAL DIRECT BUDGET</b>	<b>857,047</b>	<b>897,147</b>	<b>40,100</b>	<b>4.68%</b>
<b>TOTAL EXPENDITURES</b>	<b>2,297,347</b>	<b>2,330,275</b>	<b>32,928</b>	<b>1.43%</b>

**BUD2 SUMMARY**

<b>PERSONNEL SUMMARY</b>		<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>
		Technical Support			08-Jan-95
<b>LGFS Codes:</b>		<b>Fund</b>	<b>Agency</b>	<b>Org</b>	<b>PREPARED BY</b>
		175	030	7566	Nita Lomax
<b>FTE</b>	<b>JOB TITLE</b>	<b>JOB NO.</b>	<b>BASE</b>		
1.00	OFFICE ASSISTANT/SENIOR	6002	29,148		
5.00	DATA ENTRY OPERATOR	6007	129,712		
1.00	DATA ANALYST	6073	39,249		
1.00	OPERATIONS SUPERVISOR	9025	41,714		
1.00	ASSESSMENT INFO RESOURCE MGR	9618	61,848		
3.00	DATA ANALYST/SENIOR	9747	145,823		
1.00	OFFICE ASSISTANT 2	6001	25,854		
13.00	<b>TOTAL FTE</b>	<b>TOTAL</b>	<b>473,348</b>		

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED		
LGFS Codes:			Technical Support			29-Jan-95		
			Fund 175	Agency 030	Org 7566	PREPARED BY Nita Lomax		
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST	
1.00	OFFICE ASSISTANT 2	6001	ALVAREZ, LESSIE R	25,854	4,542	5,521	35,918	
1.00	OFFICE ASSISTANT/SENIOR	6002	RABJOHN, DARLENE R	29,148	5,121	7,265	41,533	
1.00	DATA ENTRY OPERATOR	6007	WILLIAMS, SHERLYN	23,993	4,215	6,729	34,937	
1.00	DATA ENTRY OPERATOR	6007	KIM, SOONGHEE	26,194	4,602	2,981	33,776	
1.00	DATA ENTRY OPERATOR	6007	TIMO, CORA	26,666	4,684	6,820	38,170	
1.00	DATA ENTRY OPERATOR	6007	KNIFKE, KIM G	26,666	4,684	3,329	34,679	
1.00	DATA ANALYST	6073	FUNK, LAURIE D	39,249	6,896	3,917	50,062	
1.00	OPERATIONS SUPERVISOR	9025	HELMER, KAREN L	41,714	7,328	6,183	55,225	
1.00	ASSESSMENT INFO RESOURCE MGR	9618	RILES, JOHN R	61,848	10,825	8,575	81,248	
1.00	DATA ANALYST/SENIOR	9747	BOGUCKI, DAVID	50,704	8,907	7,514	67,125	
1.00	DATA ANALYST/SENIOR	9747	HOLLAND, DARRYL G	47,260	8,302	6,393	61,955	
1.00	DATA ANALYST/SENIOR	9747	GEORGE, JERRY D	47,860	8,408	7,456	63,724	
1.00	DATA ENTRY OPERATOR	6007	VACANT	26,194	4,602	4,494	35,290	
			Salary Savings	1.00%	(4,733)	(831)	(772)	(6,336)
13.00 Total FTE			PERMANENT	5100				
				468,615	82,286	76,405	627,306	
			TEMPORARY	5200				
				31,266	2,662	835	34,763	
			OVERTIME	5300				
				7,500	1,318	254	9,071	
			PREMIUM	5400				
				466	82	16	563	
			TOTAL		5500	5550		
					86,348	77,509	671,703	

<b>TEMP, O'TIME &amp; PREMIUM DETAIL</b>  <b>LGFS CODES</b>	<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>	
	Technical Support			08-Jan-95	
	<b>FUND</b>	<b>AGENCY</b>	<b>ORG</b>	<b>PREPARED BY</b>	
175	030	7566	Nita Lomax		

<b>TEMPORARY EMPLOYEES</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>HOURS</b>	<b>RATE</b>	<b>5200 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
JCN 9747 - Temporary data analyst to provide system support while new system project & data entry system project are diverting A&T tech support resources	640	20.55	13,152	1,164	351
JCN 9747 - Seasonal data analyst to provide support to sales ratio study	480	20.55	9,864	816	263
JCN 6007 - Seasonal temporary data entry operator to support entry of personal property and real property values	750	11.00	8,250	682	220
<b>TOTALS (TRANSFER TO BUD 2)</b>			31,266	2,662	835

<b>OVERTIME PAY</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>O'TIME HOURS</b>	<b>O'TIME RATE</b>	<b>5300 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
Data entry operators (5) and Senior Office Assistant (1) use overtime to meet the peak workload demand during August and September to enter property values and property recordings	400	18.75	7,500	1,318	254
<b>TOTALS (TRANSFER TO BUD 2)</b>			7,500	1,318	254

<b>PREMIUM PAY</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>PREM HOURS</b>	<b>PREM RATE</b>	<b>5400 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
Pay equity for data entry operators per Local 88 contract (working out of class)	240	1.94	466	82	16
<b>TOTALS (TRANSFER TO BUD 2)</b>			466	82	16

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Technical Support			29-Jan-95
LGFS CODES		Fund	Agency	Org	PREPARED BY
		175	030	7566	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6110	Professional Services				94,100
	. Data Entry Temporary Services			67,500.00	
	. Windows Implementation Consulting			3,600.00	
	. Implementing Linking of Imaging System with Mainframe			23,000.00	
6120	Printing				2,000
6180	Repairs & Maintenance				22,175
	. PC Repairs and Maintenance			20,000.00	
	. Macintosh Repairs and Maintenance, including Printers			2,175.00	
6190	Maintenance Contracts				4,550
6200	Postage (see 7560)				50
6230	Supplies				56,650
	. Furniture, 4-Drawer Filing Cabinet			175.00	
	. Software			32,535.00	
	. Miscellaneous Office & PC Supplies			9,340.00	
	. Receipt Printer for Tax Title System			800.00	
	. PC Communication Boards for four A&T Program Offices			9,000.00	
	. Monitors For Image Processing Support (4)			4,800.00	
6310	Education and Training				13,850
	. DOR Appraisal Training, System Training, DP Managers Spring Conference and Assessor's Mid-Winter Conference				
6330	Local Travel/Mileage				1,900
6530	External Data Processing				3,200
	. CompuServe			800.00	
	. Oregon On-line Legislative Retrieval Information System			1,200.00	
	. Realtor's Multiple Listing Service			1,200.00	
6620	Dues and Subscriptions				1,068

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Technical Support			29-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7566	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Internal Service Reimbursements</b>				
7100	Indirect				98,745
	Item	Amount	Indirect Rate	Indirect Amount	
	Personal Services	671,703.08	4.64%	31,167.00	
	M&S	1,456,417.00	4.64%	67,578.00	
	Pass Through	0.00	0.70%	0.00	
	Total Indirect			98,745.00	
7150	Telecommunications				6,967
	Fixed Charges				
	1 Pager		64.00		
	9 Single-line set on network		1,080.00		
	1 Speaker Phone, Multi-line enhanced		322.00		
	4 County Network DID Line		1,140.00		
	11 County Network DN Line		1,705.00		
	3 Multi-line Phone on network		645.00		
	5 Voice Mail		270.00		
	1 Cellular Phone		257.00		
	2 Modem Access		128.00		
	14 County Directories		56.00		
	Total Fixed Costs			5,667.00	
	Variable Costs				
	TMS Call Summary		1,200.00		
	Customer Service Orders		100.00		
	Total Variable Costs			1,300.00	
7200	Data Processing Services (Terminal Access & Data Processing Time)				1,210,085
7300	Motor Pool Services				80
7400	Building Management . Facility Rental at Commonwealth Building				27,742
7500	Other Internal Services				0
7560	Distribution/Postage . Sales Ratio Study, Confirmation Letters, Return Postage				12,000

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
LGFS CODES:		Technical Support			29-Jan-95
		Fund 175	Agency 030	Org 7566	PREPARED BY Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
8400	<b>Capital Outlay</b>				
	Equipment				103,410
	. Personal Computers				
	Valuation (with 17" monitor)				5      13,250
	Tax Collection (with 17" monitor)				1      2,660
	Records Management (with 17" monitor)				10     26,500
	Records Management (with 21" monitor)				8      29,600
	. OCR Reader for Cash Register System Station				1      1,200
	. Image Processing Server (with SCSI--PCI ADAPTER)				1      4,000
	. Wiring Hubs				1      1,200
. LAN software for mainframe data extraction (carryover)				25,000	

CONTRACTS		ORGANIZATION NAME			DATE PREPARED	
		Technical Support			09-Jan-95	
LGFS CODES:		Fund	Agency	Org	PREPARED BY	
		175	030	7566	Nita Lomax	
OBJECT CODE	CONTRACT DESCRIPTION	CONTACT PERSON		ESTIMATED AWARD	TYPE	AMOUNT
6190	Southern Computing Systems maintenance on Key Entry 3 software	Nita Lomax			MNT	\$4,550.00
6110	Data Entry Temporary Services	John Riles			PSA	\$67,500.00
6110	Consultation for Windows	John Riles			PSA	\$3,600.00

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Records Mgmt	Nita Lomax	
	FUND 175	AGENCY 030	ORG 7570	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	615,352	668,297	52,945	8.60%
5200 TEMPORARY	3,025	0	(3,025)	-100.00%
5300 OVERTIME	0	0		
5400 PREMIUM PAY	0	0		
5500 FRINGE	155,666	117,201	(38,465)	-24.71%
<b>DIRECT PERSONAL SERVICES</b>	<b>774,043</b>	<b>785,498</b>	<b>11,455</b>	<b>1.48%</b>
5550 INS BENEFITS	112,103	106,894	(5,209)	-4.65%
<b>TOTAL PERSONAL SERVICES</b>	<b>886,146</b>	<b>892,392</b>	<b>6,246</b>	<b>0.70%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	139,200	139,200		0.00%
6120 PRINTING	13,600	5,000	(8,600)	-63.24%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	16,378	16,378		0.00%
6180 REPAIRS & MAINTENANCE	7,000	3,500	(3,500)	-50.00%
6190 MAINTENANCE CONTRACTS	47,250	33,300	(13,950)	-29.52%
6200 POSTAGE	0	0		
6230 SUPPLIES	22,100	11,150	(10,950)	-49.55%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	1,500	1,550	50	3.33%
6330 LOCAL TRAVEL & MILEAGE	890	1,511	621	69.78%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	560	605	45	8.04%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>248,478</b>	<b>212,194</b>	<b>(36,284)</b>	<b>-14.60%</b>
7100 INDIRECT COSTS	54,389	55,018	629	1.16%
7150 TELEPHONE	10,853	10,321	(532)	-4.90%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	0	0		
7400 BUILDING MANAGEMENT	67,987	69,932	1,945	2.86%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	3,000	3,000		0.00%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>136,229</b>	<b>138,271</b>	<b>2,042</b>	<b>1.50%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>384,707</b>	<b>350,465</b>	<b>(34,242)</b>	<b>-8.90%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	11,000	52,700	41,700	379.09%
<b>TOTAL CAPITAL OUTLAY</b>	<b>11,000</b>	<b>52,700</b>	<b>41,700</b>	<b>379.09%</b>
<b>TOTAL DIRECT BUDGET</b>	<b>1,033,521</b>	<b>1,050,392</b>	<b>16,871</b>	<b>1.63%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,281,853</b>	<b>1,295,557</b>	<b>13,704</b>	<b>1.07%</b>

**BUD2 SUMMARY**

<b>PERSONNEL SUMMARY</b>		<b>ORGANIZATION NAME</b>		<b>DATE PREPARED</b>
		Records Mgmt		08-Jan-95
<b>LGFS Codes:</b>		<b>Fund</b>	<b>Agency</b>	<b>Org</b>
		175	030	7570
		<b>PREPARED BY</b>		
		Nita Lomax		
<b>FTE</b>	<b>JOB TITLE</b>	<b>JOB NO.</b>	<b>BASE</b>	
9.00	OFFICE ASSISTANT 2	6001	227,661	
4.00	OFFICE ASSISTANT/SENIOR	6002	119,434	
1.00	CLERICAL UNIT SUPERVISOR	6003	33,010	
4.00	CARTOGRAPHER	6082	144,667	
1.00	OPERATIONS SUPERVISOR	9025	40,098	
1.00	CARTOGRAPHY SUPERVISOR	9628	45,678	
1.00	GEOGRAPHIC INFO RECORDS MGR	9691	64,500	
21.00	<b>TOTAL FTE</b>	<b>TOTAL</b>	<b>675,047</b>	

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED			
LGFS Codes:			Records Mgmt			29-Jan-95			
			Fund 175	Agency 030	Org 7570	PREPARED BY Nita Lomax			
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST		
1.00	OFFICE ASSISTANT 2	6001	ABELLERA, RODOLFO C	23,374	4,106	7,070	34,550		
1.00	OFFICE ASSISTANT 2	6001	RUTLEDGE, TERESA M	27,090	4,759	2,107	33,957		
1.00	OFFICE ASSISTANT 2	6001	TILLMAN, JEANNINE C	25,854	4,542	4,881	35,277		
1.00	OFFICE ASSISTANT 2	6001	WINKLEY, COLLEEN L	22,700	3,988	2,862	29,550		
1.00	OFFICE ASSISTANT 2	6001	ARMSTRACHAN, LAUREN E	25,854	4,542	6,792	37,189		
1.00	OFFICE ASSISTANT 2	6001	SADLER, JOANNE R	27,090	4,759	1,855	33,705		
1.00	OFFICE ASSISTANT 2	6001	GLENN, SUSAN A	25,854	4,542	7,153	37,550		
1.00	OFFICE ASSISTANT 2	6001	PFAU, MARY L	25,854	4,542	2,969	33,365		
1.00	OFFICE ASSISTANT 2	6001	PIERCE, KIMBERLY M	23,989	4,214	6,680	34,884		
1.00	OFFICE ASSISTANT/SENIOR	6002	WORLAND, BEVERLY K	29,910	5,255	7,291	42,456		
1.00	OFFICE ASSISTANT/SENIOR	6002	SALVADORE, PHYLLIS	29,910	5,255	5,069	40,234		
1.00	OFFICE ASSISTANT/SENIOR	6002	BEEBE, KUNIE	29,702	5,218	5,652	40,572		
1.00	OFFICE ASSISTANT/SENIOR	6002	COLTON, GAYLE J	29,910	5,255	3,138	38,303		
1.00	CLERICAL UNIT SUPERVISOR	6003	VIELHAUER, JOAN	33,010	5,799	3,243	42,051		
1.00	CARTOGRAPHER	6082	BENSON, BARRY R	37,398	6,570	7,182	51,151		
1.00	CARTOGRAPHER	6082	NICHOLS, CAROL S	37,398	6,570	3,359	47,328		
1.00	CARTOGRAPHER	6082	MILLS, RICHARD B	32,472	5,705	7,377	45,554		
1.00	CARTOGRAPHER	6082	BERG, LILLIAN A	37,398	6,570	3,391	47,359		
1.00	OPERATIONS SUPERVISOR	9025	WILDING, MAREN H	40,098	7,044	3,902	51,044		
1.00	CARTOGRAPHY SUPERVISOR	9628	STODDARD, JANICE L	45,678	8,024	7,324	61,026		
1.00	GEOGRAPHIC INFO RECORDS MG	9691	CZMOWSKI, JAMES S	64,500	11,127	8,676	84,302		
			Salary Savings	1.00%	(6,750)	(1,184)	(1,080)	(9,014)	
21.00 Total FTE			PERMANENT	5100	668,297	117,201	106,894	892,392	
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.			TEMPORARY	5200	0	0	0	0	
			OVERTIME	5300	0	0	0	0	
			PREMIUM	5400	0	0	0	0	
			TOTAL		5500	117,201	5550	106,894	892,392

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Records Mgmt			21-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7570	Nita Lomax
OBJECT CODE	EXPLANATION	AMOUNT			
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6050	County Supplements	0			
6110	Professional Services . Ninth year of ten year re-mapping contract with Oregon DOR	139,200			
6120	Printing and Reproduction	5,000			
6170	Rentals . (4) Copy machines for A&T Programs . (1) Copy machine for Appraisal Clerical . (1) Copier for Tax Lot Cards and Public machine coin device	13,740 1,618 1,020			
6180	Repairs & Maintenance	3,500			
6190	Maintenance Contracts . All Division Microfiche Reader/Printers (13 unit contract) . Xerox 210 Copier and Canon Copier . Intergraph Computer System	5,500 3,800 24,000			
6230	Supplies . Paper for microfilm and microfiche printers . Xerographic paper and toner . City and County Directories . Paper for computer printers . Drafting supplies	750 3,000 400 2,000 5,000			
6310	Education and Training . Assessor's Mid-Winter Conference (2 people) . Tuition Reimbursement . DOR Law School (3 people)	900 500 150			
6330	. Local Travel and Mileage	1,511			
6620	. Dues & Subscriptions	605			

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Records Mgmt			29-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7570	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Internal Service Reimbursements</b>				
7100	Indirect				55,018
		<u>Item</u>	<u>Amount</u>	<u>Indirect Rate</u>	<u>Indirect Amount</u>
		Personal Services	892,391.95	4.64%	41,407.00
		M&S	293,331.00	4.64%	13,611.00
		Pass Through	0.00	0.70%	0.00
			Total Indirect		55,018.00
7150	Telecommunications				10,321
	Fixed Charges				
		6 Multi-line set enhanced on network		1,290.00	
		3 Voice Mail		162.00	
		17 Single-line set on network (2500)		2,057.00	
		1 Speaker Phone		322.00	
		1 Long Distance		1,000.00	
		5 County Network DID Lines		1,425.00	
		23 County Network Lines		3,565.00	
		22 County Directories		88.00	
		Total Fixed Costs			9,909.00
	Variable Costs				
		TMS Call Summary		0.00	
		Customer Service Orders		412.00	
		Total Variable Costs			412.00
7200	Data Processing Services				0
7300	Motor Pool Services				0
7400	Building Management				69,932
	. Leased building space for Record Management at Commonwealth				
7500	Other Internal Services				0
7560	Distribution and Postage				3,000

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Records Mgmt			21-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
OBJECT CODE		175	030	7570	Nita Lomax
	EXPLANATION				AMOUNT
8400	<p><b>Capital Outlay</b></p> <p>Equipment                      . One year's debt financing payments for new graphics system upgrade including hardware and software</p>				52,700

CONTRACTS		ORGANIZATION NAME			DATE PREPARED	
		Records Mgmt			08-Jan-95	
LGFS CODES		Fund	Agency	Org	PREPARED BY	
		175	030	7570	Nita Lomax	
OBJECT CODE	CONTRACT DESCRIPTION	CONTACT PERSON		ESTIMATED AWARD	TYPE	AMOUNT
6190	Maintenance for 13 microfilm & microfiche reader/printers	James Czmowski		4/96	Mult	\$5,500.00
	Xerox 2510 Copy Machine	James Czmowski		10/95	Mult	\$1,500.00
	Intergraph Computer System	James Czmowski		7/1/95	Mult	\$24,000.00

BUD 1 - Appraisal Org Rollup/Comparison

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Appraisal	Nita Lomax	
	FUND 175	AGENCY 030	ORG 7060	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	2,916,799	3,118,911	202,112	6.93%
5200 TEMPORARY	35,856	43,485	7,629	21.28%
5300 OVERTIME	0	0		
5400 PREMIUM PAY	18,471	8,154	(10,317)	-55.86%
5500 FRINGE	739,753	552,024	(187,729)	-25.38%
<b>DIRECT PERSONAL SERVICES</b>	<b>3,710,879</b>	<b>3,722,573</b>	<b>11,694</b>	<b>0.32%</b>
5550 INS BENEFITS	509,174	489,586	(19,588)	-3.85%
<b>TOTAL PERSONAL SERVICES</b>	<b>4,220,053</b>	<b>4,212,160</b>	<b>(7,893)</b>	<b>-0.19%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	3,800	0	(3,800)	-100.00%
6120 PRINTING	14,000	14,000		0.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	0	0		
6180 REPAIRS & MAINTENANCE	3,200	3,200		0.00%
6190 MAINTENANCE CONTRACTS	500	500		0.00%
6200 POSTAGE	0	0		
6230 SUPPLIES	24,000	28,900	4,900	20.42%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	21,150	18,960	(2,190)	-10.35%
6330 LOCAL TRAVEL & MILEAGE	67,268	75,074	7,806	11.60%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	4,385	3,755	(630)	-14.37%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>138,303</b>	<b>144,389</b>	<b>6,086</b>	<b>4.40%</b>
7100 INDIRECT COSTS	205,097	213,037	7,940	3.87%
7150 TELEPHONE	37,987	34,372	(3,615)	-9.52%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	34,800	34,800		0.00%
7400 BUILDING MANAGEMENT	135,074	129,460	(5,614)	-4.16%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	35,645	36,165	520	1.46%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>448,603</b>	<b>447,834</b>	<b>(769)</b>	<b>-0.17%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>586,906</b>	<b>592,224</b>	<b>5,318</b>	<b>0.91%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	0	0		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>3,849,182</b>	<b>3,866,963</b>	<b>17,781</b>	<b>0.46%</b>
<b>TOTAL EXPENDITURES</b>	<b>4,806,959</b>	<b>4,804,383</b>	<b>(2,576)</b>	<b>-0.05%</b>

BUD 1 - Appraisal Adopted History Rollup

BUDGET REQUEST  LGFS Codes	AGENCY	ORG	PREPARED BY		
	DES	Appraisal	Nita Lomax		
	FUND	AGENCY	ORG	Date	
	175	030	7060	29-Jan-95	
OBJECT DETAIL	Admin Support/Exem 7585	Industrial/Commercial 7590	Personal Property 7600	Residential 7610	TOTAL
5100 PERMANENT	636,168	891,215	305,755	1,083,661	2,916,799
5200 TEMPORARY	35,856	0	0	0	35,856
5300 OVERTIME	0	0	0	0	0
5400 PREMIUM PAY	0	3,595	2,637	12,239	18,471
5500 FRINGE	163,248	225,584	77,224	273,697	739,753
DIRECT PERSONAL SERVICES	835,272	1,120,394	385,616	1,369,597	3,710,879
5550 INS BENEFITS	125,752	146,059	56,758	180,605	509,174
<b>TOTAL PERSONAL SERVICES</b>	<b>961,024</b>	<b>1,266,453</b>	<b>442,374</b>	<b>1,550,202</b>	<b>4,220,053</b>
6050 COUNTY SUPPLEMENTS	0	0	0	0	0
6060 PASS THROUGH PAYMENTS	0	0	0	0	0
6110 PROFESSIONAL SERVICES	1,400	0	0	2,400	3,800
6120 PRINTING	5,500	2,500	2,500	3,500	14,000
6130 UTILITIES	0	0	0	0	0
6140 COMMUNICATIONS	0	0	0	0	0
6170 RENTALS	0	0	0	0	0
6180 REPAIRS & MAINTENANCE	2,000	0	0	1,200	3,200
6190 MAINTENANCE CONTRACTS	250	0	0	250	500
6200 POSTAGE	0	0	0	0	0
6230 SUPPLIES	10,940	4,250	1,100	7,710	24,000
6270 FOOD	0	0	0	0	0
6310 TRAVEL & TRAINING	1,950	7,560	1,950	9,690	21,150
6330 LOCAL TRAVEL & MILEAGE	1,440	23,874	6,080	35,874	67,268
6520 INSURANCE	0	0	0	0	0
6530 EXTERNAL D.P.	0	0	0	0	0
6550 DRUGS	0	0	0	0	0
6580 CLAIMS PAID/JUDGEMENTS	0	0	0	0	0
6610 AWARDS & PREMIUMS	0	0	0	0	0
6620 DUES & SUBSCRIPTIONS	1,200	1,475	100	1,610	4,385
7810 DEBT RETIREMENT	0	0	0	0	0
7820 INTEREST	0	0	0	0	0
DIRECT MATERIALS AND SERVICES	24,680	39,659	11,730	62,234	138,303
7100 INDIRECT COSTS	48,037	61,830	22,524	72,706	205,097
7150 TELEPHONE	14,158	9,054	4,085	10,690	37,987
7200 DATA PROCESSING	0	0	0	0	0
7300 MOTOR POOL	0	21,600	12,000	1,200	34,800
7400 BUILDING MANAGEMENT	61,179	43,983	16,752	13,160	135,074
7500 OTHER INTERNAL SERVICES	0	0	0	0	0
7550 LEASE PAYMENTS TO C.L.R.F.	0	0	0	0	0
7560 MAIL/DISTRIBUTION	10,880	1,980	19,830	2,955	35,645
INTERNAL SERVICE REIMBURSEMENTS	134,254	138,447	75,191	100,711	448,603
<b>TOTAL MATERIALS AND SERVICES</b>	<b>158,934</b>	<b>178,106</b>	<b>86,921</b>	<b>162,945</b>	<b>586,906</b>
8100 LAND	0	0	0	0	0
8200 BUILDINGS	0	0	0	0	0
8300 OTHER IMPROVEMENTS	0	0	0	0	0
8400 EQUIPMENT	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DIRECT BUDGET</b>	<b>859,952</b>	<b>1,160,053</b>	<b>397,346</b>	<b>1,431,831</b>	<b>3,849,182</b>
<b>TOTAL EXPENDITURES</b>	<b>1,119,958</b>	<b>1,444,559</b>	<b>529,295</b>	<b>1,713,147</b>	<b>4,806,959</b>

BUDGET REQUEST LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Appraisal Support/Exempti	Nita Lomax	
	FUND	AGENCY	ORG	Date
	175	030	7585	29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	636,168	689,049	52,881	8.31%
5200 TEMPORARY	35,856	43,485	7,629	21.28%
5300 OVERTIME	0	0		
5400 PREMIUM PAY	0	0		
5500 FRINGE	163,248	123,869	(39,379)	-24.12%
DIRECT PERSONAL SERVICES	835,272	856,403	21,131	2.53%
5550 INS BENEFITS	125,752	120,326	(5,426)	-4.31%
<b>TOTAL PERSONAL SERVICES</b>	<b>961,024</b>	<b>976,729</b>	<b>15,705</b>	<b>1.63%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	1,400	0	(1,400)	-100.00%
6120 PRINTING	5,500	5,500		0.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	0	0		
6180 REPAIRS & MAINTENANCE	2,000	2,000		0.00%
6190 MAINTENANCE CONTRACTS	250	250		0.00%
6200 POSTAGE	0	0		
6230 SUPPLIES	10,940	10,650	(290)	-2.65%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	1,950	2,150	200	10.26%
6330 LOCAL TRAVEL & MILEAGE	1,440	1,480	40	2.78%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	1,200	810	(390)	-32.50%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
DIRECT MATERIALS AND SERVICES	24,680	22,840	(1,840)	-7.46%
7100 INDIRECT COSTS	48,037	50,240	2,203	4.59%
7150 TELEPHONE	14,158	14,257	99	0.70%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	0	0		
7400 BUILDING MANAGEMENT	61,179	57,551	(3,628)	-5.93%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	10,880	11,390	510	4.69%
INTERNAL SERVICE REIMBURSEMENTS	134,254	133,438	(816)	-0.61%
<b>TOTAL MATERIALS AND SERVICES</b>	<b>158,934</b>	<b>156,278</b>	<b>(2,656)</b>	<b>-1.67%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	0	0		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>859,952</b>	<b>879,243</b>	<b>19,291</b>	<b>2.24%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,119,958</b>	<b>1,133,007</b>	<b>13,049</b>	<b>1.17%</b>

**BUD2 SUMMARY**

<b>PERSONNEL SUMMARY</b>		<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>
		Appraisal Support/Exemption			08-Jan-95
<b>LGFS Codes:</b>		<b>Fund</b>	<b>Agency</b>	<b>Org</b>	<b>PREPARED BY</b>
		175	030	7585	Nita Lomax
<b>FTE</b>	<b>JOB TITLE</b>	<b>JOB NO.</b>	<b>BASE</b>		
12	OFFICE ASSISTANT 2	6001	297,683		
4	OFFICE ASSISTANT/SENIOR	6002	119,300		
1	CLERICAL UNIT SUPERVISOR	6003	33,010		
3	WORD PROCESSING OPERATOR	6004	77,889		
1	TAX EXEMPTION SPECIALIST	6045	43,576		
1	OPERATIONS ADMINISTRATOR	9720	50,109		
1	VALUATION MANAGER	9763	74,442		
23.00	<b>TOTAL FTE</b>	<b>TOTAL</b>	696,009		

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED		
LGFS Codes:			Appraisal Support/Exemption			29-Jan-95		
			Fund	Agency	Org	PREPARED BY		
			175	030	7585	Nita Lomax		
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST	
1.00	OFFICE ASSISTANT 2	6001	ATTWOOD, DEBORAH P	25,854	4,542	7,153	37,550	
1.00	OFFICE ASSISTANT 2	6001	BAIN, DEBORAH L	25,854	4,542	6,743	37,140	
1.00	OFFICE ASSISTANT 2	6001	BONAR, PATSY A	25,854	4,542	5,521	35,918	
1.00	OFFICE ASSISTANT 2	6001	COOK, LEZLEE L	24,537	4,311	5,477	34,325	
1.00	OFFICE ASSISTANT 2	6001	HEADE, DIANE M	25,854	4,542	4,932	35,328	
1.00	OFFICE ASSISTANT 2	6001	HOOVER, WILLIAM R	23,617	4,149	982	28,748	
1.00	OFFICE ASSISTANT 2	6001	ILG, HELEN DIANE	24,537	4,311	7,109	35,957	
1.00	OFFICE ASSISTANT 2	6001	MOORHEAD, SANDRA J	25,854	4,542	3,301	33,698	
1.00	OFFICE ASSISTANT 2	6001	SUMMER, CAROL D	22,298	3,917	6,672	32,887	
1.00	OFFICE ASSISTANT 2	6001	THORNTON, NANCY J	22,381	3,932	4,763	31,076	
1.00	OFFICE ASSISTANT 2	6001	ZWASCHKA, CAROLYN KAY	25,187	4,425	6,770	36,382	
1.00	OFFICE ASSISTANT/SENIOR	6002	CARTER, PATTI I	29,910	5,255	3,106	38,271	
0.50	OFFICE ASSISTANT/SENIOR	6002	GASKA, LYNNE	15,573	2,736	3,720	22,029	
1.00	OFFICE ASSISTANT/SENIOR	6002	GOODWIN, KAREN L	28,333	4,977	5,605	38,916	
0.50	OFFICE ASSISTANT/SENIOR	6002	STEVENS, SHELLY A	15,573	2,736	690	18,999	
1.00	OFFICE ASSISTANT/SENIOR	6002	STRIDER, LAURA L	29,910	5,255	3,439	38,604	
1.00	CLERICAL UNIT SUPERVISOR	6003	FISHER, KAREN A	33,010	5,799	3,543	42,352	
1.00	WORD PROCESSING OPERATOR	6004	BERGERON, SUZANNE	24,794	4,356	5,486	34,635	
1.00	WORD PROCESSING OPERATOR	6004	PAOLLILI, CYNTHIA L	26,666	4,684	4,908	36,258	
1.00	WORD PROCESSING OPERATOR	6004	POEHNER, LISA L	26,430	4,643	4,900	35,973	
1.00	TAX EXEMPTION SPECIALIST	6045	SKINNER, STEVEN A	43,576	7,655	5,480	56,711	
1.00	OPERATIONS ADMINISTRATOR	9720	HOFF, SUSAN D	50,109	8,803	7,492	66,403	
1.00	VALUATION MANAGER	9763	ELLIS, ROBERT L	74,442	12,257	7,419	94,118	
1.00	OFFICE ASSISTANT 2	6001	VACANT	25,854	4,542	5,521	35,918	
			Salary Savings	1.00%	(6,960)	(1,215)	(1,207)	(9,382)
23.00 Total FTE			PERMANENT	5100	689,049	120,236	119,526	928,811
			TEMPORARY	5200	43,485	3,633	800	47,918
			OVERTIME	5300	0	0	0	0
			PREMIUM	5400	0	0	0	0
			TOTAL		732,534	123,869	120,326	976,729

NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.

BUD 2a

<b>TEMP, O'TIME &amp; PREMIUM DETAIL</b>  <b>LGFS CODES</b>	<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>	
	Appraisal Support/Exemption			08-Jan-95	
	<b>FUND</b>	<b>AGENCY</b>	<b>ORG</b>	<b>PREPARED BY</b>	
175	030	7585	Nita Lomax		

<b>TEMPORARY EMPLOYEES</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>HOURS</b>	<b>RATE</b>	<b>5200 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
JCN 6001 - Office Assistant 1 8 people for 12 weeks, 40 hours/week	3,840	7.67	29,453	2,436	542
JCN 6001 - Office Assistant 2 2 people for 20 weeks, 40 hours/week	1,600	8.77	14,032	1,198	258
<b>TOTALS (TRANSFER TO BUD 2)</b>			43,485	3,633	800

<b>OVERTIME PAY</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>O'TIME HOURS</b>	<b>O'TIME RATE</b>	<b>5300 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
			0	0	0
<b>TOTALS (TRANSFER TO BUD 2)</b>			0	0	0

<b>PREMIUM PAY</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>PREM HOURS</b>	<b>PREM RATE</b>	<b>5400 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
			0	0	0
<b>TOTALS (TRANSFER TO BUD 2)</b>			0	0	0

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Appraisal Support/Exemption			21-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7585	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6110	Professional Services				0
6120	Printing & Reproduction				5,500
	. City-County Duplicating and Printing Charges				
	. Paper for Microfiche Reader/Printers, Computer Printers				
	. Dry Copier Paper and Fax Machine Paper				
6180	Repairs & Maintenance				2,000
6190	Maintenance Contracts				250
	. One Fax Machine				
6230	Supplies				10,650
	. Personal Computer Software			1,250	
	. General Office Supplies including Printer Ribbons, Laser Print Cartridges, etc.			7,000	
	. Chairs, File Cabinets, Desks			2,000	
	. Petty Cash Reimbursements			400	
6310	Education & Training				2,150
	. Assessors Annual Conference (1 person)			450	
	. Assessors Mid-Winter Workshop (1 person)			450	
	. DOR Management Programs (1 manager)			200	
	. Technical Appraisal Courses (1 Exempt Spec and 2 Managers)			650	
	. Reimbursements			400	
6330	Local Travel/Mileage				1,480
6620	Dues and Subscriptions				810
	. Portland Board of Realtors			260	
	. Metro Real Estate Report (semi annual)			50	
	. IAAO Appraisal Publications			500	

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Appraisal Support/Exemption			29-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7585	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Internal Service Reimbursements</b>				
7100	Indirect				50,240
		Item	Amount	Indirect Rate	Indirect Amount
		Personal Services	976,729.26	4.64%	45,320
		M&S	106,038.00	4.64%	4,920
		Pass Through	0.00	0.70%	0
		Total Indirect			50,240
7150	Telecommunications Fixed Charges				14,257
		2 Automated Attendant		858.00	
		3 Voice Mail		156.00	
		10 Multi-line set enhanced on network		2,150.00	
		13 Single-line set on network (2500)		1,573.00	
		2 Speaker Phone		322.00	
		2 20-Key add-on		644.00	
		1 Other Equipment Access		54.00	
		5 County Network DID Lines		1,425.00	
		25 County Network DN Lines		3,875.00	
		25 County Directories		100.00	
		Total Fixed Costs			11,157.00
	Variable Costs				
		TMS Call Summary		500.00	
		Customer Service Orders		2,600.00	
		Total Variable Costs			3,100.00
7200	Data Processing Services				0
7300	Motor Pool Services				0
7400	Building Management				57,551
	. Leased Office Space at Commonwealth			55,051	
	. Three months Space Rental for Temporary Office Help			2,500	
7560	Distribution/Postage				11,390
	. Veterans Exemption Forms (5000)			1,600	
	. General Postage			4,500	
	. Misc/Certified Mail			1,450	
	. Mail Charge, Folding, Stuffing, etc. (12000)			3,840	

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Residential Appraisal	Nita Lomax	
	FUND 175	AGENCY 030	ORG 7610	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	1,083,661	1,185,872	102,211	9.43%
5200 TEMPORARY	0	0		
5300 OVERTIME	0	0		
5400 PREMIUM PAY	12,239	4,077	(8,162)	-66.69%
5500 FRINGE	273,697	209,022	(64,675)	-23.63%
DIRECT PERSONAL SERVICES	1,369,597	1,398,971	29,374	2.14%
5550 INS BENEFITS	180,605	178,334	(2,271)	-1.26%
<b>TOTAL PERSONAL SERVICES</b>	<b>1,550,202</b>	<b>1,577,305</b>	<b>27,103</b>	<b>1.75%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	2,400	0	(2,400)	-100.00%
6120 PRINTING	3,500	3,500		0.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	0	0		
6180 REPAIRS & MAINTENANCE	1,200	1,200		0.00%
6190 MAINTENANCE CONTRACTS	250	250		0.00%
6200 POSTAGE	0	0		
6230 SUPPLIES	7,710	9,900	2,190	28.41%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	9,690	6,280	(3,410)	-35.19%
6330 LOCAL TRAVEL & MILEAGE	35,874	42,650	6,776	18.89%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	1,610	860	(750)	-46.58%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
DIRECT MATERIALS AND SERVICES	62,234	64,640	2,406	3.87%
7100 INDIRECT COSTS	72,706	77,409	4,703	6.47%
7150 TELEPHONE	10,690	7,466	(3,224)	-30.16%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	1,200	1,200		0.00%
7400 BUILDING MANAGEMENT	13,160	14,605	1,445	10.98%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	2,955	3,085	130	4.40%
INTERNAL SERVICE REIMBURSEMENTS	100,711	103,765	3,054	3.03%
<b>TOTAL MATERIALS AND SERVICES</b>	<b>162,945</b>	<b>168,406</b>	<b>5,461</b>	<b>3.35%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	0	0		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>1,431,831</b>	<b>1,463,611</b>	<b>31,780</b>	<b>2.22%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,713,147</b>	<b>1,745,711</b>	<b>32,564</b>	<b>1.90%</b>

**BUD2 SUMMARY**

<b>PERSONNEL SUMMARY</b>		<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>
		Residential Appraisal			21-Jan-95
<b>LGFS Codes:</b>		<b>Fund</b>	<b>Agency</b>	<b>Org</b>	<b>PREPARED BY</b>
		175	030	7610	Nita Lomax
<b>FTE</b>	<b>JOB TITLE</b>	<b>JOB NO.</b>	<b>BASE</b>		
23	PROPERTY APPRAISER/RESIDENTIAL	6042	918,360		
1	APPRAISAL SPECIALIST	6043	29,829		
1	CHIEF APPRAISER/RESIDENTIAL	9630	61,594		
4	APPRAISAL SUPR/RESIDENTIAL	9739	188,068		
29.00	<b>TOTAL FTE</b>	<b>TOTAL</b>	1,197,851		

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED		
LGFS Codes:			Residential Appraisal			29-Jan-95		
			Fund	Agency	Org	PREPARED BY		
			175	030	7610	Nita Lomax		
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	ALCANTARA, JOSEPH R	41,059	7,213	7,667	55,940	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	BABCOCK, DAVID B	36,788	6,463	3,370	46,621	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	BAILEY, CATHERINE C	41,059	7,213	7,257	55,530	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	BECK, DELBERTA M	41,059	7,213	5,395	53,667	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	BLIXT, STEVEN S	41,059	7,213	3,483	51,755	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	CARLSON, VERA L	42,295	7,430	2,670	52,396	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	CECH, LESLIE M	41,059	7,213	7,667	55,940	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	COLLMER, KENNETH S	39,967	7,021	7,630	54,619	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	CRAFT, JAMES E	41,059	7,213	5,446	53,718	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	CUNNINGHAM, J MICHAEL	37,234	6,541	2,198	45,973	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	DE HARO, JENNIFER	35,998	6,324	7,545	49,867	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	FAST, MBETH	39,653	6,966	5,347	51,967	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	HAMM, KURTIS CALVIN	39,272	6,899	5,334	51,505	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	HEINE, PAUL V	40,404	7,098	5,372	52,874	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	KELSAY, DOUGLAS M	41,059	7,213	7,667	55,940	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	NAILLON, EDNA M	41,059	7,213	6,035	54,308	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	SCHAFFER, ROBERT S	38,184	6,708	5,938	50,830	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	SELLARS, JAMES R	41,059	7,213	3,815	52,088	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	SHEETS, BRETT P	38,891	6,832	7,594	53,317	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	THOMAS, GARY A	38,464	6,757	7,580	52,801	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	TROJAN, MICHAEL E	41,059	7,213	5,395	53,667	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	U'REN, LINDA S	41,059	7,213	7,667	55,940	
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	WARDWELL, DENNIS W	39,558	6,949	7,255	53,763	
1.00	APPRAISAL SPECIALIST	6043	KONADU JR, SAMUEL A	29,829	5,240	6,927	41,996	
1.00	CHIEF APPRAISER/RESIDENTIAL	9630	GALASH, NEAL R	61,594	10,796	8,615	81,005	
1.00	APPRAISAL SUPR/RESIDENTIAL	9739	HARTWELL, WILLIAM B	50,704	8,907	8,155	67,766	
1.00	APPRAISAL SUPR/RESIDENTIAL	9739	MILLS, ROBERT L	46,660	8,197	7,410	62,268	
1.00	APPRAISAL SUPR/RESIDENTIAL	9739	WALRUFF, RANDY P	47,243	8,300	7,383	62,926	
1.00	APPRAISAL SUPR/RESIDENTIAL	9739	VACANT	43,461	7,636	6,175	57,272	
			Salary Savings	1.00%	(11,979)	(2,104)	(1,800)	(15,883)
29.00 Total FTE			PERMANENT	5100	1,185,872	208,306	178,196	1,572,374
			TEMPORARY	5200	0	0	0	0
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.			OVERTIME	5300	0	0	0	0
			PREMIUM	5400	4,077	716	138	4,931
			TOTAL		5500	5550		1,577,305
					209,022	178,334		

BUD 2a

<b>TEMP, O'TIME &amp; PREMIUM DETAIL</b>  <b>LGFS CODES</b>	<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>	
	Residential Appraisal			08-Jan-95	
	<b>FUND</b>	<b>AGENCY</b>	<b>ORG</b>	<b>PREPARED BY</b>	
175	030	7610	Nita Lomax		

<b>TEMPORARY EMPLOYEES</b>	<b>HOURS</b>	<b>RATE</b>	<b>5200 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
<b>Explanation (Description, Job Class, etc.)</b>			0	0	0
TOTALS (TRANSFER TO BUD 2)			0	0	0

<b>OVERTIME PAY</b>	<b>O'TIME HOURS</b>	<b>O'TIME RATE</b>	<b>5300 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
<b>Explanation (Description, Job Class, etc.)</b>			0	0	0
TOTALS (TRANSFER TO BUD 2)			0	0	0

<b>PREMIUM PAY</b>	<b>PREM HOURS</b>	<b>PREM RATE</b>	<b>5400 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
<b>Explanation (Description, Job Class, etc.)</b>					
JCN 6049 - Property Appraiser	4,160	0.98	4,077	716	138
TOTALS (TRANSFER TO BUD 2)			4,077	716	138

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Residential Appraisal			21-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7610	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6110	Professional Services				0
6120	Printing . City-County Duplicating and Printing Charges				3,500
6180	Repairs & Maintenance				1,200
6190	Maintenance Contracts . One Murata Fax Machine				250
6230	Supplies				9,900
	. 35mm film, 12 exp. color	225		450	
	. 35mm film, 24 exp. color	125		345	
	. 35mm film, 36 exp. color	40		150	
	. Develop 12 exposure film	225		858	
	. Develop 24 exposure film	125		954	
	. Develop 36 exposure film	40		458	
	. Develop Duplicate Prints	2380		286	
	. Color Copying			250	
	. Tape Measure 100 Foot	10		350	
	. Brief Cases 5 Inch	10		1,000	
	. Chairs	5		1,000	
	. Partitions/Dividers			1,200	
	. General Office Supplies			2,100	
	. Petty Cash Reimbursement			500	
6310	Education & Training				6,280
	. Assessors Mid-Winter Workshop (1 person)			450	
	. Real Estate Appraisal Classes at PSU (Residential Appraisers)			2,400	
	. DOR Management Programs (4 supervisors/managers)			1,000	
	. Technical Appraisal Courses (Appraisers and Techs)			1,830	
	. Reimbursements			600	
6330	Local Travel/Mileage				42,650
	. Reimburse appraisers for use of personal vehicles and parking				
	. Mileage base of \$30/mo plus contract rate for appraisers				
6620	Dues and Subscriptions				860

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Residential Appraisal			29-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7610	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Internal Service Reimbursements</b>				
7100	Indirect				77,409
	Item	Amount	Indirect Rate	Indirect Amount	
	Personal Services	1,577,304.96	4.64%	73,187	
	M&S	90,996.81	4.64%	4,222	
	Pass Through	0.00	0.70%	0	
	Total Indirect			77,409	
7150	Telecommunications				7,466
	Fixed Charges				
	5 Voice Mail		270.00		
	2 Multi-line set enhanced on network		430.00		
	18 Single line network sets/Utility II Set		2,178.00		
	2 Cellular Phones		50.40		
	1 Speaker Phone		160.00		
	2 Other Access Equipment		108.00		
	1 County Network DID Line		290.00		
	20 County Network DN Lines		3,100.00		
	20 County Directories		80.00		
	Total Fixed Costs			6,666.40	
	Variable Costs				
	TMS Call Summary		800.00		
	Customer Service Orders		0.00		
	Total Variable Costs			800.00	
7200	Data Processing Services				0
7300	Motor Pool Services				1,200
	. 1 parking lot space for Residential Appraisers x \$100/mo x 12 mos				
7400	Building Management				14,605
	. Leased Office Space - Morrison Building				
7500	Other Internal Services				0
7560	Distribution/Postage				3,085
	. General Postage		2,240		
	. Misc/Certified Mail		495		
	. Mail Charge (folding, stuffing, etc.)		350		

BUDGET REQUEST LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Industrial/Commercial App	Nita Lomax	
	FUND 175	AGENCY 030	ORG 7590	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	891,215	962,021	70,806	7.94%
5200 TEMPORARY	0	0		
5300 OVERTIME	0	0		
5400 PREMIUM PAY	3,595	4,077	482	13.41%
5500 FRINGE	225,584	169,510	(56,074)	-24.86%
<b>DIRECT PERSONAL SERVICES</b>	<b>1,120,394</b>	<b>1,135,608</b>	<b>15,214</b>	<b>1.36%</b>
5550 INS BENEFITS	146,059	146,358	299	0.20%
<b>TOTAL PERSONAL SERVICES</b>	<b>1,266,453</b>	<b>1,281,966</b>	<b>15,513</b>	<b>1.22%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	0	0		
6120 PRINTING	2,500	2,500		0.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	0	0		
6180 REPAIRS & MAINTENANCE	0	0		
6190 MAINTENANCE CONTRACTS	0	0		
6200 POSTAGE	0	0		
6230 SUPPLIES	4,250	7,250	3,000	70.59%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	7,560	8,580	1,020	13.49%
6330 LOCAL TRAVEL & MILEAGE	23,874	24,744	870	3.64%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	1,475	1,475		0.00%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>39,659</b>	<b>44,549</b>	<b>4,890</b>	<b>12.33%</b>
7100 INDIRECT COSTS	61,830	64,998	3,168	5.12%
7150 TELEPHONE	9,054	8,695	(359)	-3.97%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	21,600	21,600		0.00%
7400 BUILDING MANAGEMENT	43,983	41,572	(2,411)	-5.48%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	1,980	2,450	470	23.74%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>138,447</b>	<b>139,315</b>	<b>868</b>	<b>0.63%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>178,106</b>	<b>183,864</b>	<b>5,758</b>	<b>3.23%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	0	0		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>1,160,053</b>	<b>1,180,157</b>	<b>20,104</b>	<b>1.73%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,444,559</b>	<b>1,465,830</b>	<b>21,271</b>	<b>1.47%</b>

BUD2 SUMMARY

PERSONNEL SUMMARY		ORGANIZATION NAME			DATE PREPARED
		Industrial/Commercial Appraisal			29-Jan-95
LGFS Codes:		Fund	Agency	Org	PREPARED BY
		175	030	7590	Nita Lomax
FTE	JOB TITLE	JOB NO.	BASE		
18	PROPERTY APPRAISER/COMMERCIAL	6049	714,652		
1	CHIEF APPRAISER/COMMERCIAL	9629	64,609		
4	APPRAISAL SUPR/COMMERCIAL	9637	192,478		
23.00	TOTAL FTE	TOTAL	971,738		

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED		
LGFS Codes:			Industrial/Commercial Appraisal			29-Jan-95		
			Fund	Agency	Org	PREPARED BY		
			175	030	7590	Nita Lomax		
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	BANAHENE, OSEI-OWASU	39,081.47	6,865.67	7,239.35	53,186.49	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	CAPPER, CLINTON M	39,462.80	6,932.66	5,340.64	51,736.10	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	CHAMBERLAIN, MICHAEL G	41,059.20	7,213.10	3,483.00	51,755.30	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	DAILEY, PAUL T	41,059.20	7,213.10	6,035.40	54,307.70	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	DECKER, ROBERT L	41,059.20	7,213.10	5,445.96	53,718.26	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	FEINSTEIN, MELVIN H	38,700.13	6,798.68	5,955.66	51,454.47	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	FISHER, GARY B	41,059.20	7,213.10	7,257.24	55,529.54	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	GRIER, RENE E	38,324.00	6,732.60	7,623.90	52,680.50	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	HONDA, RODNEY R	38,890.80	6,832.17	3,409.71	49,132.68	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	HUDSON, DANA G	41,059.20	7,213.10	7,306.20	55,578.50	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	KATONA, MARIE	36,656.53	6,439.66	5,886.59	48,982.78	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	NAGAE, JAMES T	37,341.20	6,559.95	7,131.57	51,032.72	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	READ, PATRICIA E	38,986.13	6,848.91	7,236.12	53,071.16	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	ROBINSON, KENNETH O	41,059.20	7,213.10	5,445.96	53,718.26	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	RODWICK, RONALD P	41,059.20	7,213.10	7,667.40	55,939.70	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	ROSENBERGER, MARLA P	41,059.20	7,213.10	7,667.40	55,939.70	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	WADDOUPS, PATRICIA	39,653.47	6,966.16	3,435.49	50,055.12	
1.00	PROPERTY APPRAISER/COMMERCIAL	6049	ZURAWSKI, CAROL L	39,081.47	6,865.67	5,596.55	51,543.69	
1.00	CHIEF APPRAISER/COMMERCIAL	9629	SKILES, GARY G	64,608.58	11,138.84	6,304.58	82,052.00	
1.00	APPRAISAL SUPR/COMMERCIAL	9637	KAMINSKI, FRANK V	45,479.16	7,989.59	7,957.29	61,426.04	
1.00	APPRAISAL SUPR/COMMERCIAL	9637	LEROUX, VICKI J	45,591.18	8,009.27	7,961.51	61,561.96	
1.00	APPRAISAL SUPR/COMMERCIAL	9637	SANDERMAN, RICHARD A	50,703.60	8,907.40	8,154.57	67,765.57	
1.00	APPRAISAL SUPR/COMMERCIAL	9637	VACANT	50,703.60	8,907.40	8,154.57	67,765.57	
			Salary Savings	1.00%	(9,717.00)	(1,705.00)	(1,477.00)	(12,899.00)
23.00 Total FTE			PERMANENT	5100	962,021	168,794	146,220	1,277,035
			TEMPORARY	5200	0	0	0	0
			OVERTIME	5300	0	0	0	0
			PREMIUM	5400	4,077	716	138	4,931
			TOTAL			5500	5550	
					169,510	146,358		1,281,966

NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.

BUD 2a

<b>TEMP, O'TIME &amp; PREMIUM DETAIL</b>  <b>LGFS CODES</b>	<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>	
	Industrial/Commercial Appraisal			08-Jan-95	
	<b>FUND</b>	<b>AGENCY</b>	<b>ORG</b>	<b>PREPARED BY</b>	
175	030	7590	Nita Lomax		

<b>TEMPORARY EMPLOYEES</b> Explanation (Description, Job Class, etc.)	<b>HOURS</b>	<b>RATE</b>	<b>5200 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
TOTALS (TRANSFER TO BUD 2)			0	0	0

<b>OVERTIME PAY</b> Explanation (Description, Job Class, etc.)	<b>O'TIME HOURS</b>	<b>O'TIME RATE</b>	<b>5300 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
TOTALS (TRANSFER TO BUD 2)			0	0	0

<b>PREMIUM PAY</b> Explanation (Description, Job Class, etc.)	<b>PREM HOURS</b>	<b>PREM RATE</b>	<b>5400 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
JCN 6049 - Property Appraiser 5% approved designation pay per addendum E, section 13 of the 1992-95 contract	4160	0.98	4,077	716	138
TOTALS (TRANSFER TO BUD 2)			4,077	716	138

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Industrial/Commercial Appraisal			08-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7590	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6110	Professional Services				0
6120	Printing				2,500
6180	Repairs & Maintenance				0
6230	Supplies				7,250
	. 35MM Film, 12 Expo Color	200		400	
	. Film Developing	200		800	
	. Tape Measure 100 Foot	10		350	
	. Brief Cases 5 Inch	10		1250	
	. File Cabinet, 5-Drawer	5		1150	
	. Chairs	5		1000	
	. Office Supplies			1800	
	. Petty Cash			500	
6310	Education & Training				8,580
	. Assessors Annual Conference (1 person)			0	
	. Assessors Mid-Winter Workshop (1 person)			450	
	. Real Estate Appraisal, PSU (3 Commercial staff - tuition & books)			1800	
	. Education Reimbursements			1000	
	. DOR Management Programs (5 supervisors/managers)			1250	
	. Technical Appraisal Courses (Appraisers & Techs)			4080	
6330	Local Travel/Mileage				24,744
6620	Dues and Subscriptions (See Admin Budget)				1,475

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Industrial/Commercial Appraisal			29-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7590	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Internal Service Reimbursements</b>				
7100	Indirect				64,998
	Item	Amount	Indirect Rate	Indirect Amount	
	Personal Services	1,281,965.81	4.64%	59,483	
	M&S	118,866.00	4.64%	5,515	
	Pass Through	0.00	0.70%	0	
	Total Indirect			64,998	
7150	Telecommunications				8,695
	Fixed Charges				
	1 Multi-line set enhanced on network		215.00		
	23 Single-line network set & Utility Set		2,783.00		
	1 Cellular Phone		500.00		
	1 Speaker Phone		161.00		
	4 Voice Mail		216.00		
	1 Other equipment access		53.00		
	25 County Network DN Lines		3,875.00		
	23 County Directories		92.00		
	Total Fixed Costs			7,895.00	
	Variable Costs				
	TMS Call Summary		800.00		
	Customer Service Orders		0.00		
	Total Variable Costs			800.00	
7200	Data Processing Services				0
7300	Motor Pool Services				21,600
	. 18 parking lot spaces for Appraisers at \$100/mo x 12 mos				
7400	Building Management				41,572
	. Leased space rental at Commonwealth				
7500	Other Internal Services				0
7560	Distribution/Postage				2,450
	. General Postage		480		
	. Misc/Certified Mail		250		
	. Mail Charge (folding,stuffing, etc)		600		
	. Income Questionnaires		1120		

<i>BUDGET REQUEST</i>	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Personal Property Apprais		Nita Lomax
	FUND	AGENCY	ORG	Date
LGFS Codes	175	030	7600	29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	305,755	281,969	(23,786)	-7.78%
5200 TEMPORARY	0	0		
5300 OVERTIME	0	0		
5400 PREMIUM PAY	2,637	0	(2,637)	-100.00%
5500 FRINGE	77,224	49,623	(27,601)	-35.74%
DIRECT PERSONAL SERVICES	385,616	331,591	(54,025)	-14.01%
5550 INS BENEFITS	56,758	44,568	(12,190)	-21.48%
<b>TOTAL PERSONAL SERVICES</b>	<b>442,374</b>	<b>376,160</b>	<b>(66,214)</b>	<b>-14.97%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	0	0		
6120 PRINTING	2,500	2,500		0.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	0	0		
6180 REPAIRS & MAINTENANCE	0	0		
6190 MAINTENANCE CONTRACTS	0	0		
6200 POSTAGE	0	0		
6230 SUPPLIES	1,100	1,100		0.00%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	1,950	1,950		0.00%
6330 LOCAL TRAVEL & MILEAGE	6,080	6,200	120	1.97%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	100	610	510	510.00%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
DIRECT MATERIALS AND SERVICES	11,730	12,360	630	5.37%
7100 INDIRECT COSTS	22,524	20,390	(2,134)	-9.47%
7150 TELEPHONE	4,085	3,954	(131)	-3.21%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	12,000	12,000		0.00%
7400 BUILDING MANAGEMENT	16,752	15,732	(1,020)	-6.09%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	19,830	19,240	(590)	-2.98%
INTERNAL SERVICE REIMBURSEMENTS	75,191	71,316	(3,875)	-5.15%
<b>TOTAL MATERIALS AND SERVICES</b>	<b>86,921</b>	<b>83,676</b>	<b>(3,245)</b>	<b>-3.73%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	0	0		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>397,346</b>	<b>343,951</b>	<b>(53,395)</b>	<b>-13.44%</b>
<b>TOTAL EXPENDITURES</b>	<b>529,295</b>	<b>459,836</b>	<b>(69,459)</b>	<b>-13.12%</b>

BUD2 SUMMARY

PERSONNEL SUMMARY		ORGANIZATION NAME			DATE PREPARED
		Personal Property Appraisal			03-Feb-95
LGFS Codes:		Fund	Agency	Org	PREPARED BY
		175	030	7600	Nita Lomax
FTE	JOB TITLE	JOB NO.	BASE		
1.00	FISCAL SPECIALIST 2	6030	41,080		
3.00	APPRAISAL SPECIALIST	6043	97,963		
3.00	PROPERTY APPRAISER/PERSONAL	6050	95,070		
1.00	APPRAISAL SUPR/PERSONAL PROP	9726	50,704		
8.00	TOTAL FTE	TOTAL	284,817		

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED		
LGFS Codes:			Personal Property Appraisal			29-Jan-95		
			Fund	Agency	Org	PREPARED BY		
			175	030	7600	Nita Lomax		
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST	
1.00	FISCAL SPECIALIST 2	6030	DIZON, AMANCIO R	41,080	7,217	7,668	55,965	
1.00	APPRAISAL SPECIALIST	6043	BAIN, JOHN C	33,010	5,799	6,985	45,794	
1.00	PROPERTY APPRAISER/PERSONAL	6050	STEINER, ROBERT J	29,238	5,136	5,850	40,224	
1.00	PROPERTY APPRAISER/PERSONAL	6050	JOHNSON, CHRIS A	29,307	5,149	2,733	37,189	
1.00	APPRAISAL SPECIALIST	6043	GULLEY, PAMELA D	33,010	5,799	5,174	43,982	
1.00	PROPERTY APPRAISER/PERSONAL	6050	HOWARD, DANIEL P	36,525	6,417	7,104	50,045	
1.00	APPRAISAL SUPR/PERSONAL PROP	9726	WEBSTER, JOHN R	50,704	8,907	4,271	63,882	
1.00	APPRAISAL SPECIALIST	6043	VACANT	31,944	5,700	5,233	42,877	
			Salary Savings	1.00%	(2,848)	(501)	(450)	(3,800)
8.00 Total FTE			PERMANENT	5100	281,969	49,623	44,568	376,159
			TEMPORARY	5200	0	0	0	0
			OVERTIME	5300	0	0	0	0
			PREMIUM	5400	0	0	0	0
			TOTAL		5500	5550		376,159
					49,623	44,568		

NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Personal Property Appraisal			08-Jan-95
LGFS CODES		Fund	Agency	Org	PREPARED BY
		175	030	7600	Nita Lomax
OBJECT CODE	EXPLANATION	AMOUNT			
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6110	Professional Services	0			
6120	Printing . City-County Duplicating and Printing Charges	2,500			
6180	Repair & Maintenance	0			
6190	Maintenance Contracts	0			
6230	Supplies . General Office Supplies, Printer Ribbons, Laser Print Cartridge, etc. 800 . Petty Cash Reimbursements 300	1,100			
6310	Education & Training . DOR Management Programs (1 supervisor) 250 . Technical Appraisal Courses (Appraisers and Techs) 1,500 . Reimbursements 200	1,950			
6330	Local Travel/Mileage . Reimburse for use of personal vehicle, parking and for 1 exempt 500 . Mileage base of \$30/mo plus contract rate for 8 appraisal employ 5,700	6,200			
6620	Dues and Subscriptions	610			

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Personal Property Appraisal			29-Jan-95
LGFS CODES		Fund	Agency	Org	PREPARED BY
		175	030	7600	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Internal Service Reimbursements</b>				
7100	Indirect				20,390
	Item	Amount	Indirect Rate	Indirect Amount	
	Personal Services	376,158.66	4.64%	17,454	
	M&S	63,286.00	4.64%	2,936	
	Pass Through	0.00	0.70%	0	
	Total Indirect			20,390	
7150	Telecommunications				3,954
	Fixed Charges				
	1 Voice Mail		54.00		
	10 Single-line set on Network & Utility S		1,210.00		
	10 County Network DN Lines		1,550.00		
	10 County Directories		40.00		
	Total Fixed Costs			2,854.00	
	Variable Costs				
	TMS Call Summary		1,100.00		
	Customer Service Orders		0.00		
	Total Variable Costs			1,100.00	
7200	Data Processing Services				0
7300	Motor Pool Services				12,000
	. 10 Monthly Parking Spaces at County Lot for Appraisers				
7400	Building Management				15,732
	. Leased Office Space at Commonwealth				
7500	Other Internal Services				0
7560	Distribution/Postage				19,240
	. General Postage			3,840	
	. Personal Property Statements (45000)			14,400	
	. Mail Charge, Folding, Stuffing, etc.			1,000	

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Tax Collection	Nita Lomax	
	FUND 175	AGENCY 030	ORG 7630	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	654,907	747,880	92,973	14.20%
5200 TEMPORARY	32,892	30,080	(2,812)	-8.55%
5300 OVERTIME	3,500	2,160	(1,340)	-38.29%
5400 PREMIUM PAY	7,739	0	(7,739)	-100.00%
5500 FRINGE	169,032	134,216	(34,816)	-20.60%
<b>DIRECT PERSONAL SERVICES</b>	<b>868,070</b>	<b>914,336</b>	<b>46,266</b>	<b>5.33%</b>
5550 INS BENEFITS	121,891	120,594	(1,297)	-1.06%
<b>TOTAL PERSONAL SERVICES</b>	<b>989,961</b>	<b>1,034,930</b>	<b>44,969</b>	<b>4.54%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	134,300	100,050	(34,250)	-25.50%
6120 PRINTING	21,000	21,000		0.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	3,600	3,600		0.00%
6180 REPAIRS & MAINTENANCE	2,000	2,500	500	25.00%
6190 MAINTENANCE CONTRACTS	18,000	20,700	2,700	15.00%
6200 POSTAGE	0	0		
6230 SUPPLIES	8,150	9,000	850	10.43%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	2,900	3,750	850	29.31%
6330 LOCAL TRAVEL & MILEAGE	804	804		0.00%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	332	332		0.00%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>191,086</b>	<b>161,736</b>	<b>(29,350)</b>	<b>-15.36%</b>
7100 INDIRECT COSTS	66,025	68,428	2,403	3.64%
7150 TELEPHONE	18,200	17,246	(954)	-5.24%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	500	500		0.00%
7400 BUILDING MANAGEMENT	88,924	90,317	1,393	1.57%
7500 OTHER INTERNAL SERVICES	65,605	0	(65,605)	-100.00%
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	165,000	170,000	5,000	3.03%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>404,254</b>	<b>346,491</b>	<b>(57,763)</b>	<b>-14.29%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>595,340</b>	<b>508,227</b>	<b>(87,113)</b>	<b>-14.63%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	1,500	2,200	700	46.67%
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,500</b>	<b>2,200</b>	<b>700</b>	<b>46.67%</b>
<b>TOTAL DIRECT BUDGET</b>	<b>1,060,656</b>	<b>1,078,272</b>	<b>17,616</b>	<b>1.66%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,586,801</b>	<b>1,545,357</b>	<b>(41,444)</b>	<b>-2.61%</b>

**BUD2 SUMMARY**

<b>PERSONNEL SUMMARY</b>		<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>
		Tax Collection			21-Jan-95
<b>LGFS Codes:</b>		<b>Fund</b>	<b>Agency</b>	<b>Org</b>	<b>PREPARED BY</b>
		175	030	7630	Nita Lomax
<b>FTE</b>	<b>JOB TITLE</b>	<b>JOB NO.</b>	<b>BASE</b>		
10.85	OFFICE ASSISTANT 2	6001	265,904		
3.25	OFFICE ASSISTANT/SENIOR	6002	87,890		
2.00	CLERICAL UNIT SUPERVISOR	6003	64,261		
1.00	TAX COLLECTION SPECIALIST	6025	32,677		
1.00	FISCAL ASSISTANT	6028	22,930		
3.00	FISCAL SPECIALIST 1	6029	96,379		
1.00	FISCAL SPECIALIST SUPERVISOR	9335	54,283		
0.75	OPERATIONS ADMINISTRATOR	9720	34,496		
1.00	TAX COLLECTION MANAGER	9752	61,848		
1.00	FISCAL SPECIALIST 2	6030	34,765		
24.85	<b>TOTAL FTE</b>	<b>TOTAL</b>	755,434		

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED		
LGFS Codes:			Tax Collection			29-Jan-95		
			Fund	Agency	Org	PREPARED BY		
			175	030	7630	Nita Lomax		
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST	
1.00	OFFICE ASSISTANT 2	6001	BALLEW, MOLLIE E	24,714	4,342	5,483	34,538	
1.00	OFFICE ASSISTANT 2	6001	SOUTH, LINDA G	22,256	3,910	6,671	32,836	
0.50	OFFICE ASSISTANT 2	6001	GRENFELL, WANDA J	11,830	2,078	2,404	16,312	
1.00	OFFICE ASSISTANT 2	6001	GRIFFITHS, MARIE L	24,478	4,300	6,697	35,475	
1.00	OFFICE ASSISTANT 2	6001	MC DOW, KHABIRA J	25,854	4,542	2,969	33,365	
1.00	OFFICE ASSISTANT 2	6001	MC FARLAND, SANDRA L	25,854	4,542	4,932	35,328	
1.00	OFFICE ASSISTANT 2	6001	PHILLIPS, JESSICA	21,809	3,831	3,165	28,805	
1.00	OFFICE ASSISTANT 2	6001	ANDERSON, GAIL D	25,854	4,542	4,881	35,277	
1.00	OFFICE ASSISTANT 2	6001	DRINKWATER, MARY M	25,854	4,542	3,301	33,698	
1.00	OFFICE ASSISTANT 2	6001	WITKA, VANESSA C	25,854	4,542	2,969	33,365	
1.00	OFFICE ASSISTANT 2	6001	BUCKMASTER, PAMELA	22,298	3,917	4,760	30,975	
1.00	OFFICE ASSISTANT/SENIOR	6002	THOMPSON, PATRICIA R	27,241	4,786	5,568	37,595	
1.00	CLERICAL UNIT SUPERVISOR	6003	HILTON, ALBERT B	31,251	5,492	3,183	39,926	
1.00	OFFICE ASSISTANT/SENIOR	6002	KILMARTIN, PATRICE M	27,241	4,786	6,839	38,866	
1.00	CLERICAL UNIT SUPERVISOR	6003	BUTLER, EUNICE B	33,010	5,799	5,763	44,572	
1.00	TAX COLLECTION SPECIALIST	6025	GRUBER, JOY A	32,677	5,741	3,532	41,949	
1.00	FISCAL ASSISTANT	6028	TRUONG, LINDA N	22,930	4,028	959	27,917	
1.00	FISCAL SPECIALIST 1	6029	VACANT	30,360	5,334	5,033	40,727	
1.00	FISCAL SPECIALIST 1	6029	HALM, ROSE M	33,010	5,799	5,763	44,572	
1.00	FISCAL SPECIALIST 1	6029	MEYER, DEANNA D	33,010	5,799	5,763	44,572	
1.00	FISCAL SPECIALIST SUPERVISOR	9335	BARTHOLOMEW, GARY L	54,283	9,536	5,863	69,683	
0.75	OPERATIONS ADMINISTRATOR	9720	FRAHLER, PATRICIA A	34,496	6,061	3,094	43,651	
1.00	TAX COLLECTION MANAGER	9752	TUNEBERG, KATHLEEN A	61,848	10,825	8,575	81,248	
1.00	FISCAL SPECIALIST 2	6030	LONG, DEBRA	34,765	6,107	7,045	47,917	
1.00	OFFICE ASSISTANT SENIOR	6002	VACANT	26,726	4,696	4,097	35,519	
0.35	OA 2 - (SHARE WITH BOE)	6001	MARION GRISSOM	9,248	1,625	641	11,514	
0.25	OA-SR (SHARE W/TAX TITLE)	6002	VACANT	6,682	1,174	1,228	9,084	
			Salary Savings	1.00%	(7,554)	(1,327)	(1,212)	(10,093)
24.85 Total FTE			PERMANENT	5100	747,880	131,348	119,968	999,196
			TEMPORARY	5200	30,080	2,488	553	33,121
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.			OVERTIME	5300	2,160	380	73	2,613
			PREMIUM	5400	0	0	0	0
			TOTAL		5500	5550		1,034,930
					134,216	120,594		

<b>TEMP, O'TIME &amp; PREMIUM DETAIL</b>  <b>LGFS CODES</b>	<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>	
	Tax Collection			08-Jan-95	
	<b>FUND</b>	<b>AGENCY</b>	<b>ORG</b>	<b>PREPARED BY</b>	
175	030	7630	Nita Lomax		

<b>TEMPORARY EMPLOYEES</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>HOURS</b>	<b>RATE</b>	<b>5200 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
JCN 6000 - OA1 Extra help to assist with increased workload during tax payment trimesters and to assist in preparation of legally required notices.	3,760	8.00	30,080	2,488	553
<b>TOTALS (TRANSFER TO BUD 2)</b>			30,080	2,488	553

<b>OVERTIME PAY</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>O'TIME HOURS</b>	<b>O'TIME RATE</b>	<b>5300 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
JCN 6001 - OA2 & JCN 6002 - OA SR Extra help to assist with increased workload during tax payment trimesters and to assist in preparation of legally required notices.	332	6.50	2,160	380	73
<b>TOTALS (TRANSFER TO BUD 2)</b>			2,160	380	73

<b>PREMIUM PAY</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>PREM HOURS</b>	<b>PREM RATE</b>	<b>5400 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
<b>TOTALS (TRANSFER TO BUD 2)</b>			0	0	0

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Tax Collection			21-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7630	Nita Lomax
OBJECT CODE	EXPLANATION	AMOUNT			
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6110	Professional Services				100,050
	. Personal Property warrants, legal required			6,300	
	. Personal property warrant recording fees, required			22,000	
	. Property foreclosure, required			15,000	
	. Bankruptcy Court files access			750	
	. Security Guard			1,000	
	. Commercial Information Systems contract			1,800	
	. Armored Car Service			3,200	
	. Title Search Reports (250)			50,000	
6120	Printing				21,000
6170	Rental				3,600
6180	Repairs & Maintenance				2,500
6190	Maintenance Contracts				20,700
6230	Supplies				9,000
6310	Education & Training				3,750
	. Assessor's Mid-Winter Conference (3 people)			1,350	
	. Tax Collector's Annual Conference (3 people)			1,350	
	. Legislative Session Update (5 people @\$50/ea)			250	
	. Tax Collectors District Meetings			50	
	. Remittance Processors Users Group Meetings			50	
	. DOR Sponsored Training			400	
	. Tuition Reimbursement			300	
6330	Local Travel/Mileage				804
	. Reimbursement for use of personal vehicles, parking and two bus passes				
6620	Dues and Subscriptions				332

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Tax Collection			29-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7630	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Internal Service Reimbursements</b>				
7100	Indirect				68,428
		<u>Item</u>	<u>Amount</u>	<u>Indirect Rate</u>	<u>Indirect Amount</u>
		Personal Services	1,034,929.74	4.64%	48,021.00
		M&S	439,799.00	4.64%	20,407.00
		Pass Through	0.00	0.70%	0.00
			Total Indirect		68,428.00
7150	Telecommunications				17,246
	Fixed Charges				
		2 Auto Attendant		858.00	
		14 Multi-line set enhanced on network		3,010.00	
		8 Single-line set on network (2500)		968.00	
		4 Voice Mail		216.00	
		1 Digit Display		375.00	
		1 Speaker Phone		161.00	
		6 Single Line Unity Phone		726.00	
		8 County Network DID Lines		2,280.00	
		33 County Network DN Lines		5,115.00	
		26 County Directories		104.00	
		7 Headsets		658.00	
		Moves/New Units		1,500.00	
			Total Fixed Costs		15,971.00
	Variable Costs				
		TMS Call Summary		1,275.00	
		Customer Service Orders		0.00	
			Total Variable Costs		1,275.00
7200	Data Processing Services				0
7300	Motor Pool Services				500
7400	Building Management				90,317
	. Leased Office Space 6,973 square feet @11.26 and \$250 Alarm monitoring by Facilities Mgmt				
7560	Mail Distribution				170,000

OBJECT DETAIL		ORGANIZATION NAME Tax Collection			DATE PREPARED 21-Jan-95
LGFS CODES:		Fund 175	Agency 030	Org 7630	PREPARED BY Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
8400	<b>Capital Outlay</b> Equipment . Fax Machine				2,200

CONTRACTS		ORGANIZATION NAME			DATE PREPARED	
		Tax Collection			08-Jan-95	
LGFS CODES:		Fund	Agency	Org	PREPARED BY	
		175	030	7630	Nita Lomax	
OBJECT CODE	CONTRACT DESCRIPTION	CONTACT PERSON		ESTIMATED AWARD	TYPE	AMOUNT
6110	Oregon Armored Car Service (armored pickup service)	Kathy Tuneberg			PSA	\$3,200.00
6110	Title Companies (to be determined)	Kathy Tuneberg			PSA	\$50,000.00
6190	Remittance Processing Equip	Kathy Tuneberg			MNT	\$17,000.00
6190	Sweda Cash Registers	Kathy Tuneberg			MNT	\$500.00
6190	Electric Letter Openers	Kathy Tuneberg			MNT	\$150.00
6190	Fax Machine	Kathy Tuneberg			MNT	\$750.00
6190	Microfilm Reader/Printer Maint	Kathy Tuneberg			MNT	\$2,300.00

BUDGET REQUEST LGFS Codes	ORGANIZATION		PREPARED BY	
	DES	Board of Equalization	Nita Lomax	Date
	FUND 175	AGENCY 030	ORG 7390	29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	90,356	94,450	4,094	4.53%
5200 TEMPORARY	21,199	20,031	(1,168)	-5.51%
5300 OVERTIME	0	0		
5400 PREMIUM PAY	0	0		
5500 FRINGE	24,576	18,248	(6,328)	-25.75%
DIRECT PERSONAL SERVICES	136,131	132,729	(3,402)	-2.50%
5550 INS BENEFITS	12,398	12,916	518	4.17%
<b>TOTAL PERSONAL SERVICES</b>	<b>148,529</b>	<b>145,645</b>	<b>(2,884)</b>	<b>-1.94%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	60,292	60,292		0.00%
6120 PRINTING	6,000	6,000		0.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	0	0		
6180 REPAIRS & MAINTENANCE	400	400		0.00%
6190 MAINTENANCE CONTRACTS	0	525	525	
6200 POSTAGE	0	0		
6230 SUPPLIES	2,000	2,000		0.00%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	0	100	100	
6330 LOCAL TRAVEL & MILEAGE	162	162		0.00%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	0	0		
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
DIRECT MATERIALS AND SERVICES	68,854	69,479	625	0.91%
7100 INDIRECT COSTS	11,019	11,205	186	1.69%
7150 TELEPHONE	2,113	2,920	807	38.18%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	0	0		
7400 BUILDING MANAGEMENT	6,911	8,446	1,535	22.21%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	20,000	15,000	(5,000)	-25.00%
INTERNAL SERVICE REIMBURSEMENTS	40,043	37,571	(2,472)	-6.17%
<b>TOTAL MATERIALS AND SERVICES</b>	<b>108,897</b>	<b>107,050</b>	<b>(1,847)</b>	<b>-1.70%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	0	0		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>204,985</b>	<b>202,208</b>	<b>(2,777)</b>	<b>-1.35%</b>
<b>TOTAL EXPENDITURES</b>	<b>257,426</b>	<b>252,695</b>	<b>(4,732)</b>	<b>-1.84%</b>

**BUD2 SUMMARY**

<b>PERSONNEL SUMMARY</b>		<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>
		Board of Equalization			08-Jan-95
<b>LGFS Codes:</b>		<b>Fund</b>	<b>Agency</b>	<b>Org</b>	<b>PREPARED BY</b>
		175	030	7390	Nita Lomax
<b>FTE</b>	<b>JOB TITLE</b>	<b>JOB NO.</b>	<b>BASE</b>		
0.65	OFFICE ASSISTANT 2	6001	17,175		
1.00	BOARD OF EQUALIZATION ADMIN	9004	42,758		
1.00	PROPERTY APPRAISER/RESIDENTIAL	6042	35,471		
2.65	TOTAL FTE	<b>TOTAL</b>	95,404		

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED			
LGFS Codes:			Board of Equalization			29-Jan-95			
			Fund	Agency	Org	PREPARED BY			
			175	030	7390	Nita Lomax			
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST		
0.65	OFFICE ASSISTANT 2	6001	GRISSOM, MARION	17,175	3,017	1,192	21,384		
1.00	BOARD OF EQUALIZATION ADMIN	9004	RUDOLPH, SHERRILL N	42,758	7,511	4,003	54,272		
1.00	PROPERTY APPRAISER/RES	6042	GRAY, WARREN	35,471	6,231	7,479	49,181		
			Salary Savings	1.00%	(954)	(168)	(1,248)		
2.65 Total FTE			PERMANENT	5100	94,450	16,591	12,547	123,589	
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.			TEMPORARY	5200	20,031	1,657	369	22,057	
			OVERTIME	5300	0	0	0	0	
			PREMIUM	5400	0	0	0	0	
			TOTAL		5500	18,248	5550	12,916	145,646

BUD 2a

<b>TEMP, O'TIME &amp; PREMIUM DETAIL</b>  <b>LGFS CODES</b>	<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>	
	Board of Equalization			08-Jan-95	
	<b>FUND</b>	<b>AGENCY</b>	<b>ORG</b>	<b>PREPARED BY</b>	
175	030	7390	Nita Lomax		

<b>TEMPORARY EMPLOYEES</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>HOURS</b>	<b>RATE</b>	<b>5200 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
JCN 6000 - OA1	1,024	9.00	9,216	762	170
Extra help required to process BOE appeals and provide clerks in hearing, answer phones, input data (2-3 temps)	1,442	7.50	10,815	894	199
<b>TOTALS (TRANSFER TO BUD 2)</b>			<b>20,031</b>	<b>1,657</b>	<b>369</b>

<b>OVERTIME PAY</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>O'TIME HOURS</b>	<b>O'TIME RATE</b>	<b>5300 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
<b>TOTALS (TRANSFER TO BUD 2)</b>			<b>0</b>	<b>0</b>	<b>0</b>

<b>PREMIUM PAY</b>					
<b>Explanation (Description, Job Class, etc.)</b>	<b>PREM HOURS</b>	<b>PREM RATE</b>	<b>5400 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
<b>TOTALS (TRANSFER TO BUD 2)</b>			<b>0</b>	<b>0</b>	<b>0</b>

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Board of Equalization			08-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7390	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6050	County Supplements				0
6110	Professional Services				60,292
	. Five Board Members @ 11 days @\$84				4,620
	. Nine Board Members @69 days @\$84				52,164
	. Three Board Members @ 4 days @ \$84.00				1,008
	. Outside Appraiser to assist BOE members, ORS 309.024 require				2,500
6120	Printing				6,000
6180	Repairs & Maintenance				400
6190	Maintenance Contract				525
	. One Fax Machine				
6230	Supplies				2,000
6310	Education & Training				100
	. DOR Law School (2 persons)				
	(Not budgeted in 93/94 because there was no Law School that year				
	- only in Legislative years)				
6330	Local Travel/Mileage				162
6620	Dues and Subscriptions				0

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Board of Equalization			29-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		175	030	7390	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Internal Service Reimbursements</b>				
7100	Indirect				11,205
	Item	Amount	Indirect Rate	Indirect Amount	
	Personal Services	145,645.70	4.64%	6,758.00	
	M&S	95,844.80	4.64%	4,447.00	
	Pass Through	0.00	0.70%	0.00	
			Total Indirect	11,205.00	
7150	Telecommunications				2,920
	Fixed Charges				
	3 Multi-line set enhanced on network		645.00		
	1 Headset		94.00		
	2 Single-line set on network		238.80		
	2 Other Equipment Access		108.00		
	1 Voice Mail		54.00		
	2 County Network DID Lines		570.00		
	2 County Network DN Lines		310.00		
	Long Distance Directories		200.00		
	Street Address Directories		500.00		
		Total Fixed Costs		2,719.80	
	Variable Costs				
	TMS Call Summary		200.00		
	Customer Service Orders		0.00		
		Total Variable Costs		200.00	
7200	Data Processing Services				0
7300	Motor Pool Services				0
7400	Building Management . Lease office space 1333 sq ft - Morrison Building				8,446
7500	Other Internal Services				0
7560	Distribution/Postage				15,000

CONTRACTS		ORGANIZATION NAME			DATE PREPARED	
		Board of Equalization			08-Jan-95	
LGFS CODES:		Fund	Agency	Org	PREPARED BY	
		175	030	7390	Nita Lomax	
OBJECT CODE	CONTRACT DESCRIPTION	CONTACT PERSON		ESTIMATED AWARD	TYPE	AMOUNT
6110	Fee Appraiser	Sherrill Rudolph				2,500
6190	Fax Machine Maintenance	Sherrill Rudolph				525

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Recording	Jim Czmowski	
	FUND 100	AGENCY 030	ORG 7575	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	192,514	188,563	(3,951)	-2.05%
5200 TEMPORARY	3,025	0	(3,025)	-100.00%
5300 OVERTIME	0	0		
5400 PREMIUM PAY	5,000	0	(5,000)	-100.00%
5500 FRINGE	50,179	33,126	(17,053)	-33.98%
<b>DIRECT PERSONAL SERVICES</b>	<b>250,718</b>	<b>221,689</b>	<b>(29,029)</b>	<b>-11.58%</b>
5550 INS BENEFITS	43,919	40,055	(3,864)	-8.80%
<b>TOTAL PERSONAL SERVICES</b>	<b>294,637</b>	<b>261,744</b>	<b>(32,893)</b>	<b>-11.16%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	0	0		
6120 PRINTING	35,820	8,000	(27,820)	-77.67%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	3,600	3,600		0.00%
6180 REPAIRS & MAINTENANCE	5,000	5,000		0.00%
6190 MAINTENANCE CONTRACTS	3,500	5,050	1,550	44.29%
6200 POSTAGE	0	0		
6230 SUPPLIES	12,900	9,700	(3,200)	-24.81%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	1,900	2,000	100	5.26%
6330 LOCAL TRAVEL & MILEAGE	380	587	207	54.47%
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	0	0		
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>63,100</b>	<b>33,937</b>	<b>(29,163)</b>	<b>-46.22%</b>
7100 INDIRECT COSTS	0	0		
7150 TELEPHONE	4,974	5,316	342	6.88%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	0	0		
7400 BUILDING MANAGEMENT	19,261	15,752	(3,509)	-18.22%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	61,200	22,500	(38,700)	-63.24%
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>85,435</b>	<b>43,568</b>	<b>(41,867)</b>	<b>-49.00%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>148,535</b>	<b>77,505</b>	<b>(71,030)</b>	<b>-47.82%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	11,000	105,400	94,400	858.18%
<b>TOTAL CAPITAL OUTLAY</b>	<b>11,000</b>	<b>105,400</b>	<b>94,400</b>	<b>858.18%</b>
<b>TOTAL DIRECT BUDGET</b>	<b>324,818</b>	<b>361,026</b>	<b>36,208</b>	<b>11.15%</b>
<b>TOTAL EXPENDITURES</b>	<b>454,172</b>	<b>444,649</b>	<b>(9,523)</b>	<b>-2.10%</b>

**BUD2 SUMMARY**

<b>PERSONNEL SUMMARY</b>		<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>
		Recording			08-Jan-95
<b>LGFS Codes:</b>		<b>Fund</b>	<b>Agency</b>	<b>Org</b>	<b>PREPARED BY</b>
		100	030	7575	Jim Czmowski
<b>FTE</b>	<b>JOB TITLE</b>	<b>JOB NO.</b>	<b>BASE</b>		
5.00	OFFICE ASSISTANT 2	6001	123,968		
1.00	OFFICE ASSISTANT/SENIOR	6002	29,910		
1.00	OPERATIONS SUPERVISOR	9025	34,685		
7.00	TOTAL FTE	TOTAL	188,563		

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED			
LGFS Codes:			Recording			08-Jan-95			
			Fund 100	Agency 030	Org 7575	PREPARED BY Jim Czmowski			
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST		
1.00	OFFICE ASSISTANT 2	6001	BETZ, NANCY B	23,989.33	4,214.34	6,812.22	35,015.89		
1.00	OFFICE ASSISTANT 2	6001	BRYANT, SHARON K	25,067.47	4,403.75	3,112.03	32,583.25		
1.00	OFFICE ASSISTANT 2	6001	CANTRELL, JANETTE	25,854.40	4,541.99	3,443.68	33,840.07		
1.00	OFFICE ASSISTANT 2	6001	WYATT, MAUREEN E	25,854.40	4,541.99	6,934.48	37,330.87		
1.00	OFFICE ASSISTANT 2	6001	YOUNG, CAROL M	23,202.40	4,076.10	4,918.65	32,197.15		
1.00	OFFICE ASSISTANT/SENIOR	6002	WALKER, NANCY J	29,910.40	5,254.53	7,093.87	42,258.80		
1.00	OPERATIONS SUPERVISOR	9025	SWICK, CINDY	34,684.56	6,093.23	7,740.45	48,518.24		
7.00 Total FTE			PERMANENT	5100	188,563	33,126	40,055	261,744	
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.			TEMPORARY	5200	0	0	0	0	
			OVERTIME	5300	0	0	0	0	
			PREMIUM	5400	0	0	0	0	
			TOTAL		5500	33,126	5550	40,055	261,744

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Recording			08-Jan-95
LGFS CODES		Fund	Agency	Org	PREPARED BY
		100	030	7575	Jim Czmowski
OBJECT CODE	EXPLANATION	AMOUNT			
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6050	County Supplements	0			
6110	Professional Services	0			
6120	Printing	8,000			
6170	Rentals	3,600			
	. Copy Machine				
6180	Repairs & Maintenance	5,000			
6190	Maintenance Contracts	5,050			
6230	Supplies	9,700			
	. 16mm microfilm	1,200			
	. Microfilm printer paper, etc.	2,000			
	. Xerographic paper and toner	3,000			
	. Office supplies (numerical stamps, etc.)	3,500			
6310	Education and Training	2,000			
	. County Clerk's State Convention	1,000			
	2 persons travel expenses				
	. County Clerk's Mid-Winter Conference	1,000			
6330	Local Travel and Mileage	587			
	. Tri-Met Bus Pass (1)	387			
	. Mileage (local committee meetings)	200			

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Recording			29-Jan-95
LGFS CODES		Fund	Agency	Org	PREPARED BY
		100	030	7575	Jim Czmowski
OBJECT CODE	EXPLANATION	AMOUNT			
	<b>Internal Service Reimbursements</b>				
7150	Telecommunications	5,316			
	Fixed Charges				
	7 Multi-line set enhanced on network	1,505.00			
	2 Voice Mail	108.00			
	3 Single-line set on network (2500)	363.00			
	2 Auto-Attendant	858.00			
	1 Long Distance	309.00			
	1 County Network DID Line	285.00			
	12 County Network DN Lines	1,860.00			
	7 Directories	28.00			
	Total Fixed Costs	5,316.00			
	Variable Costs				
	TMS Call Summary	0.00			
	Customer Service Orders	0.00			
	Total Variable Costs	0.00			
7200	Data Processing Services	0			
7300	Motor Pool Services	0			
7400	Building Management Lease Space for Recording at Commonwealth	15,752			
7500	Other Internal Services	0			
7560	Mail Distribution Mailing of recorded documents back to requestor. (Postage increased due to more mail to be mailed back.)	22,500			

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Recording			21-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		100	030	7575	Jim Czmowski
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Capital Outlay</b>				
8100	Land				0
8200	Buildings				0
8300	Other Improvements				0
8400	Equipment First year's payment on lease purchase of cashiering, indexing and imaging system (hardware and software)				105,400
			105,400.00		

CONTRACTS		ORGANIZATION NAME			DATE PREPARED	
		Recording			08-Jan-95	
LGFS CODES:		Fund	Agency	Org	PREPARED BY	
		100	030	7575	Jim Czmowski	
OBJECT CODE	CONTRACT DESCRIPTION	CONTACT PERSON		ESTIMATED AWARD	TYPE	AMOUNT
6190	Tec Cash Register	Cindy Swick			MNT	\$250.00
6190	Minolta Microfilm Reader/Printer	Cindy Swick			MNT	\$1,100.00
6190	(3) M Microfilm Reader/Printers	Cindy Swick			MNT	\$1,400.00

BUDGET REQUEST  LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Licenses/Passports	Nita Lomax	
	FUND	AGENCY	ORG	Date
	100	030	7635	29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	64,092	73,020	8,928	13.93%
5200 TEMPORARY	0	0		
5300 OVERTIME	0	0		
5400 PREMIUM PAY	0	0		
5500 FRINGE	16,189	12,827	(3,362)	-20.77%
DIRECT PERSONAL SERVICES	80,281	85,848	5,567	6.93%
5550 INS BENEFITS	11,951	14,959	3,008	25.17%
<b>TOTAL PERSONAL SERVICES</b>	<b>92,232</b>	<b>100,806</b>	<b>8,574</b>	<b>9.30%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	0	0		
6120 PRINTING	6,000	6,000		0.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	300	300		0.00%
6180 REPAIRS & MAINTENANCE	100	100		0.00%
6190 MAINTENANCE CONTRACTS	1,200	2,250	1,050	87.50%
6200 POSTAGE	0	0		
6230 SUPPLIES	450	450		0.00%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	0	0		
6330 LOCAL TRAVEL & MILEAGE	0	0		
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	0	0		
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
DIRECT MATERIALS AND SERVICES	8,050	9,100	1,050	13.04%
7100 INDIRECT COSTS	0	0		
7150 TELEPHONE	2,005	1,894	(111)	-5.54%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	0	0		
7400 BUILDING MANAGEMENT	8,349	7,876	(473)	-5.67%
7500 OTHER INTERNAL SERVICES	0	0		
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	50	50		0.00%
INTERNAL SERVICE REIMBURSEMENTS	10,404	9,820	(584)	-5.61%
<b>TOTAL MATERIALS AND SERVICES</b>	<b>18,454</b>	<b>18,920</b>	<b>466</b>	<b>2.53%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	500	0	(500)	-100.00%
<b>TOTAL CAPITAL OUTLAY</b>	<b>500</b>	<b>0</b>	<b>(500)</b>	<b>-100.00%</b>
<b>TOTAL DIRECT BUDGET</b>	<b>88,831</b>	<b>94,948</b>	<b>6,117</b>	<b>6.89%</b>
<b>TOTAL EXPENDITURES</b>	<b>111,186</b>	<b>119,726</b>	<b>8,540</b>	<b>7.68%</b>

**BUD2 SUMMARY**

<b>PERSONNEL SUMMARY</b>		<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>
		Licenses/Passports			21-Jan-95
<b>LGFS Codes:</b>		<b>Fund</b>	<b>Agency</b>	<b>Org</b>	<b>PREPARED BY</b>
		100	030	7635	Nita Lomax
<b>FTE</b>	<b>JOB TITLE</b>	<b>JOB NO.</b>	<b>BASE</b>		
1.00	PROGRAM COORDINATOR	6022	36,358		
1.50	OFFICE ASSISTANT 2	6001	36,662		
2.50	TOTAL FTE	TOTAL	73,020		

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED	
LGFS Codes:			Licenses/Passports			22-Jan-95	
			Fund 100	Agency 030	Org 7635	PREPARED BY Nita Lomax	
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST
1.00	PROGRAM COORDINATOR	6022	SWAIN, SAVANA G	36,358	6,387	5,436	48,181
0.50	OFFICE ASSISTANT 2	6001	GRENFELL, W	11,830	2,078	2,404	16,312
1.00	OFFICE ASSISTANT 2	6001	RUSSELL, MARY J	24,832	4,362	7,119	36,313
2.50 Total FTE			PERMANENT	5100 73,020	12,827	14,959	100,806
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.			TEMPORARY	5200 0	0	0	0
			OVERTIME	5300 0	0	0	0
			PREMIUM	5400 0	0	0	0
			TOTAL		5500 12,827	5550 14,959	100,806

BUD 2a

<b>TEMP, O'TIME &amp; PREMIUM DETAIL</b>  <b>LGFS CODES</b>	<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>	
	Licenses/Passports			08-Jan-95	
	<b>FUND</b>	<b>AGENCY</b>	<b>ORG</b>	<b>PREPARED BY</b>	
100	030	7635	Nita Lomax		

<b>TEMPORARY EMPLOYEES</b> Explanation (Description, Job Class, etc.)	<b>HOURS</b>	<b>RATE</b>	<b>5200 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
JCN 9643 - Construction Projects Specialist Temporary worker to complete projects and respond to emergencies to secure property or remedy nuisances.	50	29.51	1,476	260	275
TOTALS (TRANSFER TO BUD 2)			1,476	260	275

<b>OVERTIME PAY</b> Explanation (Description, Job Class, etc.)	<b>O'TIME HOURS</b>	<b>O'TIME RATE</b>	<b>5300 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
TOTALS (TRANSFER TO BUD 2)					
			0	0	0

<b>PREMIUM PAY</b> Explanation (Description, Job Class, etc.)	<b>PREM HOURS</b>	<b>PREM RATE</b>	<b>5400 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
TOTALS (TRANSFER TO BUD 2)					
			0	0	0

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Licenses/Passports			21-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		100	030	7635	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6120	Printing				6,000
6170	Rental . Copier - prorated share	300			300
6180	Repairs & Maintenance				100
6190	Maintenance Contract . Cash Register . Microfilm/fs Reader/Printer and Roll Carrier	250 2,000			2,250
6200	Postage . (See Obj Code 7560)				0
6230	Supplies				450

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Licenses/Passports			29-Jan-95
OBJECT CODE	LGFS CODES	Fund	Agency	Org	PREPARED BY
		100	030	7635	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Internal Service Reimbursements</b>				
7150	Telecommunications				1,894
	Fixed Charges				
	1	County Directory		4.00	
	1	Multi-line set enhanced on network		215.00	
	1	Single-line set on network (2500)		120.00	
	2	Code-A-Phone Announcements		104.00	
	1	Move Charges		150.00	
		Other Equipment Access		110.00	
	3	County Network DID Lines		855.00	
	2	County Network DN Lines		310.00	
		Total Fixed Costs		1,868.00	
	Variable Costs				
		TMS Call Summary		26.00	
		Customer Service Orders		0.00	
		Total Variable Costs		26.00	
7400	Building Management . Leased office space at Commonwealth				7,876
7560	Mail Distribution				50

CONTRACTS		ORGANIZATION NAME			DATE PREPARED	
		Licenses/Passports			21-Jan-95	
LGFS CODES		Fund	Agency	Org	PREPARED BY	
		100	030	7635	Nita Lomax	
OBJECT CODE	CONTRACT DESCRIPTION	CONTACT PERSON		ESTIMATED AWARD	TYPE	AMOUNT
6190	Cash Register	Kathy Tuneberg			MNT	\$250.00
6190	Microfilm Reader/Printer	Kathy Tuneberg			MNT	\$2,000.00

BUDGET REQUEST LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Tax Title Business Office	Nita Lomax	
	FUND	AGENCY	ORG	Date
	158	030	7631	29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	82,907	98,439	15,532	18.73%
5200 TEMPORARY	0	0		
5300 OVERTIME	750	0	(750)	-100.00%
5400 PREMIUM PAY	1,001	0	(1,001)	-100.00%
5500 FRINGE	21,134	16,194	(4,940)	-23.38%
DIRECT PERSONAL SERVICES	105,792	114,633	8,841	8.36%
5550 INS BENEFITS	16,089	15,703	(386)	-2.40%
<b>TOTAL PERSONAL SERVICES</b>	<b>121,881</b>	<b>130,336</b>	<b>8,455</b>	<b>6.94%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	1,319,513	879,541	(439,972)	-33.34%
6110 PROFESSIONAL SERVICES	47,000	20,000	(27,000)	-57.45%
6120 PRINTING	500	500		0.00%
6130 UTILITIES	0	0		
6140 COMMUNICATIONS	0	0		
6170 RENTALS	0	0		
6180 REPAIRS & MAINTENANCE	0	0		
6190 MAINTENANCE CONTRACTS	0	0		
6200 POSTAGE	0	0		
6230 SUPPLIES	500	500		0.00%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	500	1,700	1,200	240.00%
6330 LOCAL TRAVEL & MILEAGE	0	502	502	
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	20,000	20,000	
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	100	100		0.00%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
DIRECT MATERIALS AND SERVICES	1,368,113	922,843	(445,270)	-32.55%
7100 INDIRECT COSTS	7,905	15,297	7,392	93.51%
7150 TELEPHONE	1,379	1,744	365	26.47%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	0	500	500	
7400 BUILDING MANAGEMENT	1,150	1,085	(65)	-5.65%
7500 OTHER INTERNAL SERVICES	807,737	15,000	(792,737)	-98.14%
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	5,000	5,000		0.00%
INTERNAL SERVICE REIMBURSEMENTS	823,171	38,626	(784,545)	-95.31%
<b>TOTAL MATERIALS AND SERVICES</b>	<b>2,191,284</b>	<b>961,469</b>	<b>(1,229,815)</b>	<b>-56.12%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	0	0		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>1,473,905</b>	<b>1,037,476</b>	<b>(436,429)</b>	<b>-29.61%</b>
<b>TOTAL EXPENDITURES</b>	<b>2,313,165</b>	<b>1,091,805</b>	<b>(1,221,360)</b>	<b>-52.80%</b>

BUD2 SUMMARY

PERSONNEL SUMMARY		ORGANIZATION NAME		DATE PREPARED
		Tax Title Business Office		22-Jan-95
LGFS Codes:		Fund	Agency	Org
		158	030	7631
				PREPARED BY Nita Lomax
FTE	JOB TITLE	JOB NO.	BASE	
0.75	OFFICE ASSISTANT/SENIOR	6002	28,703	
1.00	OFFICE ASSISTANT 2	6001	21,237	
0.25	OPERATIONS ADMINISTRATOR	9720	11,499	
1.00	FORECLOSED PROPERTY COORDINATOR	9009	37,000	
3.00	TOTAL FTE	TOTAL	98,439	

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED			
LGFS Codes:			Tax Title Business Office			22-Jan-95			
			Fund 158	Agency 030	Org 7631	PREPARED BY Nita Lomax			
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST		
0.75	OFFICE ASSISTANT/SENIOR	6002	SCOTT, BEVERLY E	28,703	3,941	2,286	34,930		
1.00	OFFICE ASSISTANT 2	6001	VACANT	21,237	3,731	4,725	29,693		
0.25	OPERATIONS ADMINISTRATOR	9720	FRAHLER, PATRICIA	11,499	2,020	1,031	14,550		
1.00	FORECLOSED PROPERTY COOR	9009	KELLY, STEPHEN	37,000	6,501	7,662	51,163		
3.00 Total FTE			PERMANENT	5100	98,439	16,194	15,703	130,336	
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.			TEMPORARY	5200	0	0	0	0	
			OVERTIME	5300	0	0	0	0	
			PREMIUM	5400	0	0	0	0	
			TOTAL		5500	5550	16,194	15,703	130,336

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Tax Title Business Office			29-Jan-95
LGFS CODES:		Fund	Agency	Org	PREPARED BY
		158	030	7631	Nita Lomax
OBJECT CODE	EXPLANATION	AMOUNT			
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6060	Pass Through Payments	879,541			
	Estimated Pass-Through to other taxing jurisdictions				
6110	Professional Services	20,000			
	. Advertising, Title Searches				
	. Title Search Reimbursements from A&T moved to Obj Code 7500				
6120	Printing	500			
	. Print Signs, Notice of Sales, Property Lists and Maps				
6180	Repairs & Maintenance	0			
6200	Postage				
	. (See Obj Code 7560)				
6230	Supplies	500			
	. General Office Supplies and Computer Software				
6310	Education & Training	1,700			
	. Training Reference Materials	500			
	. Oregon Public Property Managers Annual Conference (2 people)	900			
	. Oregon Public Property Managers Quarterly Meetings (3 people)	300			
6330	Local Travel/Mileage	502			
	. For Site Inspections/Home Visits and one Tri-Met Bus Pass				
6530	External Data Processing	20,000			
	. Redesign Computer System				
6620	Dues and Subscriptions	100			

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Tax Title Business Office			29-Jan-95
LGFS CODES		Fund	Agency	Org	PREPARED BY
		158	030	7631	Nita Lomax
OBJECT CODE	EXPLANATION				AMOUNT
	<b>Internal Service Reimbursements</b>				
7100	Indirect				15,297
	<u>Item</u>	<u>Amount</u>	<u>Indirect Rate</u>	<u>Indirect Amount</u>	
	Personal Services	130,336.08	4.64%	6,048.00	
	M&S	66,631.00	4.64%	3,092.00	
	Pass Through	879,541.00	0.70%	6,157.00	
			Total Indirect	15,297.00	
7150	Telecommunications				1,744
	Fixed Charges				
	1 Auto Attendant		429.00		
	1 Multi-line set enhanced on network		215.00		
	2 Single-line set on network (2500)		242.00		
	1 County Network DID Line		285.00		
	3 County Network DN Lines		465.00		
	2 County Directories		8.00		
		Total Fixed Costs		1,644.00	
	Variable Costs				
	TMS Call Summary		100.00		
	Customer Service Orders		0.00		
		Total Variable Costs		100.00	
7200	Data Processing Services				0
7300	Motor Pool Services				500
7400	Building Management				1,085
	. Leased Office Space 84 sq ft @11.26 at Commonwealth				
7500	Other Internal Services				15,000
	. Reimbursements for A&T Title Search/Insurance Policies				
7560	Distribution/Postage				5,000

BUDGET REQUEST LGFS Codes	AGENCY	ORGANIZATION	PREPARED BY	
	DES	Facilities Tax Title	Nita Lomax	
	FUND 158	AGENCY 030	ORG 5655	Date 29-Jan-95
OBJECT DETAIL	ADOPTED BUDGET	REQUEST	Difference	Percent Difference
5100 PERMANENT	76,338	82,160	5,822	7.63%
5200 TEMPORARY	0	0		
5300 OVERTIME	3,494	1,481	(2,013)	-57.61%
5400 PREMIUM PAY	1,381	0	(1,381)	-100.00%
5500 FRINGE	20,183	14,694	(5,489)	-27.20%
<b>DIRECT PERSONAL SERVICES</b>	<b>101,396</b>	<b>98,335</b>	<b>(3,061)</b>	<b>-3.02%</b>
5550 INS BENEFITS	15,101	15,386	285	1.89%
<b>TOTAL PERSONAL SERVICES</b>	<b>116,497</b>	<b>113,721</b>	<b>(2,776)</b>	<b>-2.38%</b>
6050 COUNTY SUPPLEMENTS	0	0		
6060 PASS THROUGH PAYMENTS	0	0		
6110 PROFESSIONAL SERVICES	40,000	0	(40,000)	-100.00%
6120 PRINTING	0	0		
6130 UTILITIES	3,000	3,000		0.00%
6140 COMMUNICATIONS	0	0		
6170 RENTALS	13,500	13,500		0.00%
6180 REPAIRS & MAINTENANCE	360,000	360,000		0.00%
6190 MAINTENANCE CONTRACTS	0	0		
6200 POSTAGE	0	0		
6230 SUPPLIES	500	500		0.00%
6270 FOOD	0	0		
6310 TRAVEL & TRAINING	500	500		0.00%
6330 LOCAL TRAVEL & MILEAGE	0	0		
6520 INSURANCE	0	0		
6530 EXTERNAL D.P.	0	0		
6550 DRUGS	0	0		
6580 CLAIMS PAID/JUDGEMENTS	0	0		
6610 AWARDS & PREMIUMS	0	0		
6620 DUES & SUBSCRIPTIONS	150	150		0.00%
7810 DEBT RETIREMENT	0	0		
7820 INTEREST	0	0		
<b>DIRECT MATERIALS AND SERVICES</b>	<b>417,650</b>	<b>377,650</b>	<b>(40,000)</b>	<b>-9.58%</b>
7100 INDIRECT COSTS	26,370	28,268	1,898	7.20%
7150 TELEPHONE	2,260	1,203	(1,057)	-46.77%
7200 DATA PROCESSING	0	0		
7300 MOTOR POOL	3,600	3,600		0.00%
7400 BUILDING MANAGEMENT	4,657	12,069	7,412	159.16%
7500 OTHER INTERNAL SERVICES	104,934	104,934		0.00%
7550 LEASE PAYMENTS TO C.L.R.F.	0	0		
7560 MAIL/DISTRIBUTION	0	0		
<b>INTERNAL SERVICE REIMBURSEMENTS</b>	<b>141,821</b>	<b>150,074</b>	<b>8,253</b>	<b>5.82%</b>
<b>TOTAL MATERIALS AND SERVICES</b>	<b>559,471</b>	<b>527,724</b>	<b>(31,747)</b>	<b>-5.67%</b>
8100 LAND	0	0		
8200 BUILDINGS	0	0		
8300 OTHER IMPROVEMENTS	0	0		
8400 EQUIPMENT	0	0		
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>		
<b>TOTAL DIRECT BUDGET</b>	<b>519,046</b>	<b>475,985</b>	<b>(43,061)</b>	<b>-8.30%</b>
<b>TOTAL EXPENDITURES</b>	<b>675,968</b>	<b>641,445</b>	<b>(34,523)</b>	<b>-5.11%</b>

BUD2 SUMMARY

PERSONNEL SUMMARY		ORGANIZATION NAME			DATE PREPARED
		Facilities Tax Title			22-Jan-95
LGFS Codes:		Fund	Agency	Org	PREPARED BY
		158	030	5655	Nita Lomax
FTE	JOB TITLE	JOB NO.	BASE		
1.00	CONSTRUCTION PROJECTS SPEC	6017	41,080		
1.00	PROPERTY MANAGEMENT SPECIALIST	6113	41,080		
2.00	TOTAL FTE	TOTAL	82,160		

PERSONNEL DETAIL			ORGANIZATION NAME			DATE PREPARED	
LGFS Codes:			Facilities Tax Title			22-Jan-95	
			Fund	Agency	Org	PREPARED BY	
			158	030	5655	Nita Lomax	
FTE	JOB TITLE	JOB #	NAME	BASE	FRINGE	INS	TOTAL PERSONNEL COST
1.00	CONSTRUCTION PROJECTS SPEC	6017	JONES, PATRICK L	41,080.00	7,216.76	7,668.10	55,964.86
1.00	PROPERTY MANAGEMENT SPECIALIST	6113	BAXTER, LAURENCE C	41,080.00	7,216.76	7,668.10	55,964.86
2.00 Total FTE			PERMANENT	5100			
				82,160	14,434	15,336	111,930
			TEMPORARY	5200			
				0	0	0	0
			OVERTIME	5300			
				1,481	260	50	1,791
			PREMIUM	5400			
				0	0	0	0
			TOTAL		5500	5550	
					14,694	15,386	113,721

NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM.

<b>TEMP, O'TIME &amp; PREMIUM DETAIL</b>  <b>LGFS CODES</b>	<b>ORGANIZATION NAME</b>			<b>DATE PREPARED</b>	
	Facilities Tax Title			22-Jan-95	
	<b>FUND</b>	<b>AGENCY</b>	<b>ORG</b>	<b>PREPARED BY</b>	
158	030	5655	Nita Lomax		

<b>TEMPORARY EMPLOYEES</b> Explanation (Description, Job Class, etc.)	<b>HOURS</b>	<b>RATE</b>	<b>5200 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
			0	0	0
TOTALS (TRANSFER TO BUD 2)			0	0	0

<b>OVERTIME PAY</b> Explanation (Description, Job Class, etc.)	<b>O'TIME HOURS</b>	<b>O'TIME RATE</b>	<b>5300 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
JCN 6017 - Construction Projects Specialist Overtime pay for completion of projects and responding to emergencies to secure property or remedy nuisances	50.00	29.62	1,481	260	50
TOTALS (TRANSFER TO BUD 2)			1,481	260	50

<b>PREMIUM PAY</b> Explanation (Description, Job Class, etc.)	<b>PREM HOURS</b>	<b>PREM RATE</b>	<b>5400 BASE</b>	<b>5500 FRINGE</b>	<b>5550 INSUR</b>
TOTALS (TRANSFER TO BUD 2)					

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Facilities Tax Title			29-Jan-95
OBJECT CODE	EXPLANATION	Fund	Agency	Org	PREPARED BY
		158	030	5655	Nita Lomax
	<b>Materials and Services</b>				
	<b>External Materials &amp; Services</b>				
6130	Utilities . Maintaining Water Service on Buildings Acquired by Foreclosure and Electricity and Gas for Properties Being Renovated				3,000
6170	Rentals . Rental of Equipment for Inmate Renovation Project				13,500
6180	Repairs & Maintenance . Securing Vacant and Abandoned Structures, Making Minor Repairs, Abating Nuisances, Demolishing Dangerous Buildings, Materials and Services for Renovation				360,000
6230	Supplies . Office Supplies and Computer Software				500
6310	Education and Training . Purchase of Reference Manuals				500
6620	Dues and Subscriptions				150
	<b>Internal Service Reimbursements</b>				
7100	Indirect				28,268
		Item	Amount	Indirect Rate	Indirect Amount
		Personal Services	113,720.72	4.61%	5,243.00
		M&S	499,456.00	4.61%	23,025.00
		Pass Through	0.00	0.70%	0.00
				Total Indirect	28,268.00

OBJECT DETAIL		ORGANIZATION NAME			DATE PREPARED
		Facilities Tax Title			29-Jan-95
OBJECT CODE	EXPLANATION	Fund	Agency	Org	PREPARED BY
		158	030	5655	Nita Lomax
	<b>Internal Service Reimbursements, Continued</b>				
7150	Telecommunications				1,203
	Fixed Charges				
	2 Voice Mail			108.00	
	2 Single-line set on network Unity			242.00	
	Long Distance			25.00	
	2 County Network DID Lines			570.00	
	2 County Directories			8.00	
	1 Cellular Phone			150.00	
				<hr/>	
				Total Fixed Costs	1,153.00
	Variable Costs				
	TMS Call Summary			50.00	
				<hr/>	
				Total Variable Costs	50.00
7300	Motor Pool Services				3,600
	1 Compact Pickup, 1 Sub-Compact,				
	1 8-Pass Van, 1 12-Pass Van				
7400	Building Management				12,069
	County Space at Ford Building				
7500	Other Internal Services				104,934
	One and one-half Inmate Work Crews for Maintaining				
	Tax Foreclosed Property and Renovating Selected Houses				
7560	Distribution/Postage			<hr/>	0

BUD 4 - Division Revenues Spreadsheet

BUDGET REQUEST LGFS Codes	AGENCY		ORG	PREPARED BY													Date
	DES	A & T	Nita Lomax											02-Feb-95			
	FUND	AGENCY	ORG	Facilities	Board of	A&T	Technical	Records	Recording	Admin	Industrial/	Personal	Residential	Tax	Tax Title	Marriage	TOTAL
ALL	030	7060	5655	7390	7565	7566	7570	7575	7585	7590	7600	7610	7630	7631	7635		
0500 Beginning Working Capital																	0
New Foreclosure Publication Fee													130,000				130,000
1050 Sale of Foreclosed Properties														1,500,000			1,500,000
2369 Assessment & Taxation Supplement - DOR													2,375,707				2,375,707
2773 Portland Cost Sharing - Local														17,500			17,500
2774 Gresham Cost Sharing - Local														750			750
3021 Marriage Licenses																145,000	145,000
3040 Miscellaneous License Fees																16,013	16,013
4700 Passport Applications																30,000	30,000
4702 Miscellaneous A&T Fees							28,995						2,000				30,995
4703 Recording Fees								2,290,000									2,290,000
4706 Tax Statement Fee													310,000				310,000
4714 Mortgage Company Reimbursement																	0
4715 Foreclosure Title Search Fee													11,250				11,250
4716 Warrant Satisfaction Fee													14,000				14,000
4720 Dept of Revenue Fees								58,000									58,000
4730 Street Vacation Fees								0									0
5000 Interest on Investments															15,000		15,000
5010 Interest on Charges														200,000			200,000
6006 Assessor Sales													19,000				19,000
6624 Tax Title Fund Service Reimbursement																	0
7601A General Fund Cash Transfer													7,546,634				7,546,634
7604 Tax Title Fund Cash Transfer													15,000				15,000
<b>TOTAL PROGRAM REVENUES</b>	0	0	0	0	0	28,995	2,348,000	0	0	0	0	0	10,433,591	1,733,250	191,013		14,734,849
Other Fund Subsidies	641,445	252,695	292,319	2,330,275	1,266,562	(58,000)	1,133,007	1,465,830	459,836	1,745,711	(8,888,234)	(641,445)	0	0	0	0	0
General Fund Subsidy	0	0	0	0	0	(1,845,351)	0	0	0	0	0	0	0	0	(71,287)		(1,916,637)
General Fund Indirect	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Fund Match	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7601 Total General Fund	0	0	0	0	0	(1,845,351)	0	0	0	0	0	0	0	0	(71,287)		(1,916,637)
<b>TOTAL REVENUES</b>	641,445	252,695	292,319	2,330,275	1,295,557	444,649	1,133,007	1,465,830	459,836	1,745,711	1,545,357	1,091,805	119,726				12,818,212

BUD 4 - Division Revenues Spreadsheet

BUDGET REQUEST	AGENCY		ORG		PREPARED BY										Date									
	LGFS Codes	FUND	A & T		Nita Lomax										02-Feb-95									
		DES	175	030	7060	Facilities	Board of	A&T	Technical	Records	Recording	Admin	Industrial/	Personal	Residential	Tax	Tax Title	Marriage	TOTAL					
REVENUE SOURCES	5655	Equalization	7390	Administration	7565	Support	7566	Management	7570	7575	Support/Exem	7585	Commercial	7590	Property	7600	7610	Collection	7630	Business Offc	7631	Licenses	7635	TOTAL
0500 Beginning Working Capital																								0
New Foreclosure Publication Fee																		130,000						130,000
1050 Sale of Foreclosed Properties																								0
2369 Assessment & Taxation Supplement - DOR																		2,375,707						2,375,707
2773 Portland Cost Sharing - Local																								0
2774 Gresham Cost Sharing - Local																								0
3021 Marriage Licenses																								0
3040 Miscellaneous License Fees																								0
4700 Passport Applications																								0
4702 Miscellaneous A&T Fees								28,995										2,000						30,995
4703 Recording Fees																								0
4706 Tax Statement Fee																		320,000						320,000
4714 Mortgage Company Reimbursement																		0						0
4715 Foreclosure Title Search Fee																		11,250						11,250
4716 Warrant Satisfaction Fee																		14,000						14,000
4720 Dept of Revenue Fees										58,000														58,000
4730 Street Vacation Fees																								0
5000 Interest on Investments																								0
5010 Interest on Charges																								0
6006 Assessor Sales																		19,000						19,000
6624 Tax Title Fund Service Reimbursement																		0						0
7601A General Fund Cash Transfer																		7,546,634						7,546,634
7604 Tax Title Fund Cash Transfer																		15,000						15,000
<b>TOTAL PROGRAM REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28,995</b>	<b>58,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,433,591</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,520,586</b>
A&T Fund Subsidy	0	252,695	292,319	2,330,275	1,266,562	(58,000)	1,133,007	1,465,830	459,836	1,745,711	(8,888,234)	0	0	0	0	0	0	0	0	0	0	0	0	0
General Fund Subsidy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Fund Indirect	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Fund Match	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7601 Total General Fund	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL REVENUES</b>	<b>0</b>	<b>252,695</b>	<b>292,319</b>	<b>2,330,275</b>	<b>1,295,567</b>	<b>0</b>	<b>1,133,007</b>	<b>1,465,830</b>	<b>459,836</b>	<b>1,745,711</b>	<b>1,545,357</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,520,586</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,520,586</b>

BUD 4 - Division Revenues Spreadsheet

BUDGET REQUEST LGFS Codes	AGENCY		ORG		PREPARED BY										Date		
	DES	A & T	Nita Lomax										29-Jan-95				
	FUND 100	AGENCY 030	ORG 7060	Facilities Tax Title 5655	Board of Equalization 7390	A&T Administration 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admin Support/Exem 7585	Industrial/ Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Offc 7631	Marriage Licenses 7635	TOTAL
0500 Beginning Working Capital																	0
New Foreclosure Publication Fee																	0
1050 Sale of Foreclosed Properties																	0
2369 Assessment & Taxation Supplement - DOR																	0
2773 Portland Cost Sharing - Local																	0
2774 Gresham Cost Sharing - Local																	0
3021 Marriage Licenses																145,000	145,000
3040 Miscellaneous License Fees																16,013	16,013
4700 Passport Applications																30,000	30,000
4702 Miscellaneous A&T Fees																	0
4703 Recording Fees								2,290,000									2,290,000
4706 Tax Statement Fee																	0
4714 Mortgage Company Reimbursement																	0
4715 Foreclosure Title Search Fee																	0
4716 Warrant Satisfaction Fee																	0
4720 Dept of Revenue Fees																	0
4730 Street Vacation Fees								0									0
5000 Interest on Investments																	0
5010 Interest on Charges																	0
6006 Assessor Sales																	0
6624 Tax Title Fund Service Reimbursement																	0
7601A General Fund Cash Transfer																	0
7604 Tax Title Fund Cash Transfer																	0
<b>TOTAL PROGRAM REVENUES</b>								2,290,000								191,013	2,481,013
General Fund Subsidy								(1,845,351)								(71,287)	(1,916,637)
General Fund Indirect								0								0	0
General Fund Match								0								0	0
7601 Total General Fund								(1,845,351)								(71,287)	(1,916,637)
<b>TOTAL REVENUES</b>								444,649								119,726	564,376

BUD 4 - Division Revenues Spreadsheet

BUDGET REQUEST LGFS Codes	AGENCY		ORG		PREPARED BY										Date		
	DES	A & T	Nita Lomax										29-Jan-95				
	FUND 158	AGENCY 030	ORG 7060	Facilities Tax Title 5655	Board of Equalization 7390	A & T Administration 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admin Support/Exem 7585	Industrial/ Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Offc 7631	Marriage Licenses 7635	TOTAL
0500 Beginning Working Capital																0	0
New Foreclosure Publication Fee																	0
1050 Sale of Foreclosed Properties																1,500,000	1,500,000
2369 Assessment & Taxation Supplement - DOR																	0
2773 Portland Cost Sharing - Local																17,500	17,500
2774 Gresham Cost Sharing - Local																750	750
3021 Marriage Licenses																	0
3040 Miscellaneous License Fees																	0
4700 Passport Applications																	0
4702 Miscellaneous A&T Fees																	0
4703 Recording Fees																	0
4706 Tax Statement Fee																	0
4714 Mortgage Company Reimbursement																	0
4715 Foreclosure Title Search Fee																	0
4716 Warrant Satisfaction Fee																	0
4720 Dept of Revenue Fees																	0
4730 Street Vacation Fees																	0
5000 Interest on Investments																15,000	15,000
5010 Interest on Charges																200,000	200,000
6006 Assessor Sales																	0
6624 Tax Title Fund Service Reimbursement																	0
7601A General Fund Cash Transfer																	0
7604 Tax Title Fund Cash Transfer																	0
<b>TOTAL PROGRAM REVENUES</b>				0	0	0	0	0	0	0	0	0	0	0	0	1,733,250	1,733,250
Tax Title Fund Subsidy	641,445	0	0	0	0	0	0	0	0	0	0	0	0	0	(641,445)	0	0
General Fund Subsidy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Fund Indirect	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Fund Match	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7601 Total General Fund	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL REVENUES</b>	641,445	0	0	0	0	0	0	0	0	0	0	0	0	0	1,091,805	0	1,733,250

BUD 4 - Division Revenues Spreadsheet

BUDGET REQUEST LGFS Codes	AGENCY		ORG		PREPARED BY									Date	
	DES	A & T	Nita Lomax									02-Feb-95			
	FUND ALL	AGENCY 030	ORG 7060												
REVENUE SOURCES	Board of Equalization 7390	A&T Administration 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admin Support/Exem 7585	Industrial/ Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Offe 7631	Marriage Licenses 7635	TOTAL		
0500 Beginning Working Capital													0		
New Foreclosure Publication Fee										130,000			130,000		
1050 Sale of Foreclosed Properties											1,500,000		1,500,000		
2369 Assessment & Taxation Supplement - DOR										2,375,707			2,375,707		
2773 Portland Cost Sharing - Local											17,500		17,500		
2774 Gresham Cost Sharing - Local											750		750		
3021 Marriage Licenses												145,000	145,000		
3040 Miscellaneous License Fees												16,013	16,013		
4700 Passport Applications												30,000	30,000		
4702 Miscellaneous A&T Fees				28,995						2,000			30,995		
4703 Recording Fees					2,290,000								2,290,000		
4706 Tax Statement Fee										320,000			320,000		
4714 Mortgage Company Reimbursement													0		
4715 Foreclosure Title Search Fee										11,250			11,250		
4716 Warrant Satisfaction Fee										14,000			14,000		
4720 Dept of Revenue Fees					58,000								58,000		
4730 Street Vacation Fees					0								0		
5000 Interest on Investments											15,000		15,000		
5010 Interest on Charges											200,000		200,000		
6006 Assessor Sales										19,000			19,000		
6624 Tax Title Fund Service Reimbursement													0		
7601A General Fund Cash Transfer										7,546,634			7,546,634		
7604 Tax Title Fund Cash Transfer										15,000			15,000		
<b>TOTAL PROGRAM REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28,995</b>	<b>2,348,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,433,591</b>	<b>1,733,250</b>	<b>191,013</b>	<b>14,734,849</b>		
Other Fund Subsidies	252,695	292,319	2,330,275	1,266,562	(58,000)	1,133,007	1,465,830	459,836	1,745,711	(8,888,234)	(641,445)	0	(641,445)		
General Fund Subsidy	0	0	0	0	(1,845,351)	0	0	0	0	0	0	(71,287)	(1,916,637)		
General Fund Indirect	0	0	0	0	0	0	0	0	0	0	0	0	0		
General Fund Match	0	0	0	0	0	0	0	0	0	0	0	0	0		
7601 Total General Fund	0	0	0	0	(1,845,351)	0	0	0	0	0	0	(71,287)	(1,916,637)		
<b>TOTAL REVENUES</b>	<b>252,695</b>	<b>292,319</b>	<b>2,330,275</b>	<b>1,295,557</b>	<b>444,649</b>	<b>1,133,007</b>	<b>1,465,830</b>	<b>459,836</b>	<b>1,745,711</b>	<b>1,545,357</b>	<b>1,091,805</b>	<b>119,726</b>	<b>12,176,767</b>		

BUD 4 - Division Revenues Spreadsheet

BUDGET REQUEST LGFS Codes	AGENCY		ORG		PREPARED BY									Date	
	DES	A & T	Nita Lomax											29-Jan-95	
	FUND 100	AGENCY 030	ORG 7060												
REVENUE SOURCES	Board of Equalization 7390	A&T Administration 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admln Support/Exem 7585	Industrial/ Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Offc 7631	Marriage Licenses 7635	TOTAL		
0500 Beginning Working Capital													0		
New Foreclosure Publication Fee													0		
1050 Sale of Foreclosed Properties													0		
2369 Assessment & Taxation Supplement - DOR													0		
2773 Portland Cost Sharing - Local													0		
2774 Gresham Cost Sharing - Local													0		
3021 Marriage Licenses												145,000	145,000		
3040 Miscellaneous License Fees												16,013	16,013		
4700 Passport Applications												30,000	30,000		
4702 Miscellaneous A&T Fees													0		
4703 Recording Fees					2,290,000								2,290,000		
4706 Tax Statement Fee													0		
4714 Mortgage Company Reimbursement													0		
4715 Foreclosure Title Search Fee													0		
4716 Warrant Satisfaction Fee													0		
4720 Dept of Revenue Fees													0		
4730 Street Vacation Fees					0								0		
5000 Interest on Investments													0		
5010 Interest on Charges													0		
6006 Assessor Sales													0		
6624 Tax Title Fund Service Reimbursement													0		
7601A General Fund Cash Transfer													0		
7604 Tax Title Fund Cash Transfer													0		
<b>TOTAL PROGRAM REVENUES</b>	0	0	0	0	2,290,000	0	0	0	0	0	0	191,013	2,481,013		
General Fund Subsidy	0	0	0	0	(1,845,351)	0	0	0	0	0	0	(71,287)	(1,916,637)		
General Fund Indirect	0	0	0	0	0	0	0	0	0	0	0	0	0		
General Fund Match	0	0	0	0	0	0	0	0	0	0	0	0	0		
7601 Total General Fund	0	0	0	0	(1,845,351)	0	0	0	0	0	0	(71,287)	(1,916,637)		
<b>TOTAL REVENUES</b>	0	0	0	0	444,649	0	0	0	0	0	0	119,726	564,376		

BUD 4 - Division Revenues Spreadsheet

BUDGET REQUEST LGFS Codes	AGENCY	ORG	PREPARED BY											Date	
	DES	A & T	Nita Lomax											29-Jan-95	
	FUND 158	AGENCY 030	ORG 7060	Board of Equalization 7390	A&T Administration 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admin Support/Exem 7585	Industrial/ Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Offc 7631	Marriage Licenses 7635
0500 Beginning Working Capital													0		0
New Foreclosure Publication Fee															0
1050 Sale of Foreclosed Properties													1,500,000		1,500,000
2369 Assessment & Taxation Supplement - DOR															0
2773 Portland Cost Sharing - Local													17,500		17,500
2774 Gresham Cost Sharing - Local													750		750
3021 Marriage Licenses															0
3040 Miscellaneous License Fees															0
4700 Passport Applications															0
4702 Miscellaneous A&T Fees															0
4703 Recording Fees															0
4706 Tax Statement Fee															0
4714 Mortgage Company Reimbursement															0
4715 Foreclosure Title Search Fee															0
4716 Warrant Satisfaction Fee															0
4720 Dept of Revenue Fees															0
4730 Street Vacation Fees															0
5000 Interest on Investments													15,000		15,000
5010 Interest on Charges													200,000		200,000
6006 Assessor Sales															0
6624 Tax Title Fund Service Reimbursement															0
7601A General Fund Cash Transfer															0
7604 Tax Title Fund Cash Transfer															0
<b>TOTAL PROGRAM REVENUES</b>	0	0	0	0	0	0	0	0	0	0	0	0	1,733,250	0	1,733,250
Tax Title Fund Subsidy	0	0	0	0	0	0	0	0	0	0	0	0	(641,445)	0	(641,445)
General Fund Subsidy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Fund Indirect	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Fund Match	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7601 Total General Fund	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL REVENUES</b>	0	0	0	0	0	0	0	0	0	0	0	0	1,091,805	0	1,091,805

BUD 4 - Division Revenues Spreadsheet

BUDGET REQUEST LGFS Codes	AGENCY		ORG		PREPARED BY									Date		
	DES	A & T	Nita Lomax													
	FUND 175	AGENCY 030	ORG 7060	Board of Equalization 7390	A&T Administration 7565	Technical Support 7566	Records Management 7570	Recording 7575	Admin Support/Exam 7585	Industrial/ Commercial 7590	Personal Property 7600	Residential 7610	Tax Collection 7630	Tax Title Business Offc 7631	Marriage Licenses 7635	TOTAL
0500 Beginning Working Capital																0
New Foreclosure Publication Fee												130,000				130,000
1050 Sale of Foreclosed Properties																0
2369 Assessment & Taxation Supplement - DOR												2,375,707				2,375,707
2773 Portland Cost Sharing - Local																0
2774 Gresham Cost Sharing - Local																0
3021 Marriage Licenses																0
3040 Miscellaneous License Fees																0
4700 Passport Applications																0
4702 Miscellaneous A&T Fees						28,995						2,000				30,995
4703 Recording Fees																0
4706 Tax Statement Fee												320,000				320,000
4714 Mortgage Company Reimbursement												0				0
4715 Foreclosure Title Search Fee												11,250				11,250
4716 Warrant Satisfaction Fee												14,000				14,000
4720 Dept of Revenue Fees								58,000								58,000
4730 Street Vacation Fees																0
5000 Interest on Investments																0
5010 Interest on Charges																0
6006 Assessor Sales												19,000				19,000
6624 Tax Title Fund Service Reimbursement												0				0
7601A General Fund Cash Transfer												7,546,634				7,546,634
7604 Tax Title Fund Cash Transfer												15,000				15,000
<b>TOTAL PROGRAM REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28,995</b>	<b>58,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,433,591</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,520,586</b>
A&T Fund Subsidy	252,695	292,319	2,330,275	1,266,562	(58,000)	1,133,007	1,465,830	459,836	1,745,711	(8,888,234)	0	0	0	0	0	0
General Fund Subsidy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Fund Indirect	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Fund Match	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7601 Total General Fund	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL REVENUES</b>	<b>252,695</b>	<b>292,319</b>	<b>2,330,275</b>	<b>1,295,557</b>	<b>0</b>	<b>1,133,007</b>	<b>1,465,830</b>	<b>459,836</b>	<b>1,745,711</b>	<b>1,545,357</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,520,586</b>

REVENUE SOURCE: Street Vacation Fees

REVENUE CODE:

4730

Organization: 7575

Fund: 100

Dept: 030

Division: 7060

Contact: Jim Czmowski

Telephone Number: 2780

Where does revenue come from?:

A fee collected on certain documents when they are presented for recording in the Book of Records

1994-95 Adopted: \$300

1994-95 Revised:

1994-95 Projected: \$0

1995-96 Estimated: \$0  
(Fill out #1 & 3 below.)1995-96 Carryover: \$0  
(Fill out #2 & 3 below.)

1995-96 Total: \$0

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

0 petitions @ \$300/petition \$0

2. If this is dedicated revenue and there is carryover from 1993-94, estimate the amount of carryover to be budgeted in 1994-95. Show computation here.

Not applicable

3. Explain variance between 1993-94 Projected and 1994-95 Estimated.

Due to the annexation of mid County to various cities, we have had no activity this year in this revenue source.

4. For non-grant revenue, list the legal citation which gives the County authority to collect this revenue.

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.



REVENUE SOURCE: Marriage License Fees

REVENUE CODE:

3021

Organization: 7635

Fund: 100

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone Number: 248-3330

Where does revenue come from?:  
People paying for issuance of marriage licenses.

1994-95 Adopted:	\$150,000
1994-95 Revised:	\$150,000
1994-95 Projected:	\$145,000
1995-96 Estimated: (Fill out #1 & 3 below.)	\$145,000
1995-96 Carryover: (Fill out #2 & 3 below.)	\$0
1995-96 Total:	\$145,000

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

5,800 Licenses @ \$25.00 = \$145,000

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable.

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

We expect approximately the same level of activity next year as this year. Our estimates were slightly high.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

O.R.S. 106.041

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not Applicable.

REVENUE SOURCE: Miscellaneous License Fees

REVENUE CODE:

3040

Organization: 7635

Fund: 100

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone Number: 248-3330

Where does revenue come from?:

People paying fees for miscellaneous requests for information.

1994-95 Adopted:	<u>\$16,000</u>
1994-95 Revised:	<u>\$16,000</u>
1994-95 Projected:	<u>\$16,000</u>
1995-96 Estimated:	<u>\$16,013</u>
(Fill out #1 & 3 below.)	
1995-96 Carryover:	<u>\$0</u>
(Fill out #2 & 3 below.)	
1995-96 Total:	<u>\$16,013</u>

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

1750 Certified Copies @ \$7.75/copy	13,563
600 Certificate Replacements @ \$3.75/copy	2,250
40 minister registrations @ \$5.00/registration	200

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

We expect approximately the same level of activity next year as this year.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

O.R.S. 205.320

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable.

REVENUE SOURCE: Passport Application Fees

REVENUE CODE: 4700

Organization: 7635

Fund: 100

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone Number: 248-3330

Where does revenue come from?:

People paying for processing of passport applications.

1994-95 Adopted:	\$22,000
1994-95 Revised:	\$22,000
1994-95 Projected:	\$30,000
1995-96 Estimated:	\$30,000
(Fill out #1 & 3 below.)	
1995-96 Carryover:	\$0
(Fill out #2 & 3 below.)	
1995-96 Total:	\$30,000

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

3,000 Applications                      \$10.00 = \$30,000

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

We expect approximately the same level of activity next year as this year. Our estimates were slightly low.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

Code of Federal Regulations, Section 51.21 of Title 22

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not Applicable.

REVENUE SOURCE: Beginning Working Capital

REVENUE CODE: 0500

Organization: 7631

Fund: 158

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone Number: 248-3330

Where does revenue come from?:

Ending Fund Balance from Previous Fiscal Year

1994-95 Adopted: \$56,000

1994-95 Revised: \$56,000

1994-95 Projected: \$56,000

1995-96 Estimated: \$0

(Fill out #1 &amp; 3 below.)

1995-96 Carryover:

(Fill out #2 &amp; 3 below.)

1995-96 Total: \$0

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

Previous year's revenues less previous year's expenditures and pass-through payments.

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

Balance in fund at end of year varies from year to year.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

Not applicable

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable

REVENUE SOURCE: Sales of Foreclosed Properties

REVENUE CODE: 1050

Organization: 7631Fund: 158Dept: 030Division: 7060Contact: Kathy TunebergTelephone Number: 248-3330

Where does revenue come from?:

Sales of properties deeded to the County due to foreclosure for failure to pay back property taxes.

1994-95 Adopted: \$1,850,0001994-95 Revised: \$1,500,0001994-95 Projected: \$1,500,0001995-96 Estimated: \$1,500,000  
(Fill out #1 & 3 below.)1995-96 Carryover: \$0  
(Fill out #2 & 3 below.)1995-96 Total: \$1,500,000

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

Contracts Revenue	400,000
Sales of Foreclosed Property	<u>1,100,000</u>

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

Contract revenue varies due to early payoffs or degree of delinquency. Sale of property varies due to number of properties transferred to local governments or donated to non-profit organizations. Marketability of property is another factor as is the strength or weakness of the local economy and housing market.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

Multnomah County Ordinance #795

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable.

REVENUE SOURCE: Portland Cost Sharing - Local

REVENUE CODE: 2773

Organization: 7631

Fund: 158

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone Number: 248-3330

Where does revenue come from?:

City of Portland Reimbursement for a portion of Tax Title Operations

1994-95 Adopted:	\$17,500
1994-95 Revised:	\$17,500
1994-95 Projected:	\$17,500
1995-96 Estimated: (Fill out #1 & 3 below.)	\$17,500
1995-96 Carryover: (Fill out #2 & 3 below.)	
1995-96 Total:	\$17,500

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

Value of City of Portland Liens	Rate	Value
175,000	10.00%	17,500

This depends on the number of properties sold which have City liens; according to agreement, they are to pay 10%.

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not Applicable.

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

Not Applicable.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

Intergovernmental Agreement

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

REVENUE SOURCE: Gresham Cost Sharing - Local

REVENUE CODE: 2774

Organization: 7631

Fund: 158

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone Number: 248-3330

Where does revenue come from?:

Reimbursement from the City of Gresham for a portion of Tax Title operations

1994-95 Adopted:	<u>                    </u>	<u>\$750</u>
1994-95 Revised:	<u>                    </u>	<u>\$750</u>
1994-95 Projected:	<u>                    </u>	<u>\$750</u>
1995-96 Estimated:	<u>                    </u>	<u>\$750</u>
(Fill out #1 & 3 below.)		
1995-96 Carryover:	<u>                    </u>	
(Fill out #2 & 3 below.)		
1995-96 Total:	<u>                    </u>	<u>\$750</u>

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

Value of City of Portland Liens	Rate	Value
7,500	10.00%	750

This depends on the number of properties sold which have City liens; according to agreement, they are to pay 10%.

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not Applicable.

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

Not Applicable.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

Intergovernmental Agreement

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

REVENUE SOURCE: Interest on Investments

REVENUE CODE:

5000

Organization: 7631

Fund: 158

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone Number: 248-3330

Where does revenue come from?:

Interest earned on the average balance in the account.

1994-95 Adopted: \$9,000

1994-95 Revised: \$15,000

1994-95 Projected: \$19,178

1995-96 Estimated: \$15,000

(Fill out #1 &amp; 3 below.)

1995-96 Carryover: \$0

(Fill out #2 &amp; 3 below.)

1995-96 Total: \$15,000

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

Provided by Finance Office

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable.

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

Interest rates are variable as is the average balance in the account.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

Not applicable

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable

REVENUE SOURCE: Interest on Charges

REVENUE CODE: 5010

Organization: 7631

Fund: 158

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone Number: 248-3330

Where does revenue come from?:

Interest earned on sales and repurchase contracts.

1994-95 Adopted:	\$250,000
1994-95 Revised:	\$250,000
1994-95 Projected:	\$200,000
1995-96 Estimated: (Fill out #1 & 3 below.)	\$200,000
1995-96 Carryover: (Fill out #2 & 3 below.)	
1995-96 Total:	\$200,000

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

Interest collected monthly and at payoff on sale/repurchase contract.

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

Not applicable

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

Not applicable

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable

REVENUE SOURCE: General Fund Cash Transfer

REVENUE CODE: 7601-A

Organization: 7630

Fund: 175  
 Dept: 030  
 Division: 7060

Contact: Kathy Tuneberg

Telephone Number: 2780

Where does revenue come from?:  
 Cash Transferred from General Fund to A&T Fund

1994-95 Adopted:	\$7,586,029
1994-95 Revised:	
1994-95 Projected:	\$7,586,029
1995-96 Estimated: (Fill out #1 & 3 below.)	\$7,521,634
1995-96 Carryover: (Fill out #2 & 3 below.)	\$25,000
1995-96 Total:	\$7,546,634

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

A&T Fund Expenditures	Less	A&T Fund Other Revs	= General Fund Xfer
10,495,586	-	2,973,952	\$7,521,634

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

While this is not dedicated revenue, \$25,000 is carried over in Capital for program 175-030-7566 for implementation of an information services infrastructure project delayed to be in compliance with the current strategic planning effort.

3. Explain variance between 1993-94 Projected and 1994-95 Estimated.

Variability in overall expenditures in A&T Fund compared to corresponding revenues

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

Not applicable.

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable.

REVENUE SOURCE: Dept of Revenue Fees

REVENUE CODE: 4720

Organization: 7575

Fund: 175

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone Number: 2780

Where does revenue come from?:

A fee collected on certain documents when they are presented for recording in the Book of Records

1994-95 Adopted:	\$50,000
1994-95 Revised:	
1994-95 Projected:	\$50,000
1995-96 Estimated:	\$58,000
(Fill out #1 & 3 below.)	
1995-96 Carryover:	\$0
(Fill out #2 & 3 below.)	
1995-96 Total:	\$58,000

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

58,000 qualified documents @ \$1/docum \$58,000

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1993-94 Projected and 1994-95 Estimated.

The rise and fall in interest rates has a direct impact on the number of deeds, mortgages, etc. that are recorded.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

O.R.S. 205.320

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable.

REVENUE SOURCE: Assessment & Taxation Supplement (DOR)

REVENUE CODE: 2369

Organization: 7630

Fund: 175  
 Dept: 030  
 Division: 7060

Contact: Kathy Tuneberg

Telephone: 248-3330

Where does revenue come from?:  
 Grant funds from the State of Oregon, Department of Revenue

1994-95 Adopted:	\$2,376,000
1994-95 Revised:	\$2,376,000
1994-95 Projected:	\$2,376,000
1995-96 Estimated: (Fill out #1 & 3 below.)	\$2,375,707
1995-96 Carryover: (Fill out #2 & 3 below.)	\$0
1995-96 Total:	\$2,375,707

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

Although this reimbursement is made on the basis of this county's portion of overall statewide collection activities, the estimate is based on the same percentage of reimbursement as the previous year.

22.58% of eligible expenditures

Eligible Expenditures	Reimb Rate	Reimb Amount
10,520,586	22.58%	2,375,707

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

See explanation of estimate above. Expenditures are slightly down.

4. For non-grant revenue, list the legal citation which gives the County authority to collect this revenue.

O.R.S. 294.004

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable.

REVENUE SOURCE: Miscellaneous A&T Fees

REVENUE CODE: 4702

Organization: 7630

Fund: 175

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone: 248-3330

Where does revenue come from?:

Payment of NSF fees, warrants collected, informational maps.

1994-95 Adopted:	\$185,000
1994-95 Revised:	\$185,000
1994-95 Projected:	\$185,000
1995-96 Estimated: (Fill out #1 & 3 below.)	\$30,995
1995-96 Carryover: (Fill out #2 & 3 below.)	\$0
1995-96 Total:	\$30,995

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

Miscellaneous fees (mobile homes, veterans)	2,000
1533 warrants @ 15.00/warrant	22,995
300 NSF Checks @ \$20.00/ck	6,000
	<u>30,995</u>

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

We expect the same amount of activity as in previous years. The reduction of \$130,000 for Foreclosure Publications is due to it having been moved to its own revenue source.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

N.S.F. Fees - MCC 5.10.160

Warrant Fees - O.R.S. 311.633

Mobile Home Move Fees - O.R.S. 308.865

Veterant's Late Filing Fees - O.R.S. 307.260

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

MCC 5.10.160 for NSF fees is at its legal maximum, it was raised in 1993/94.

REVENUE SOURCE: Foreclosure Publication Fee

REVENUE CODE: NEW

Organization: 7630

Fund: 175

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone: 248-3330

Where does revenue come from?:  
 People paying fees assessed when properties are subject to foreclosure.

1994-95 Adopted:	\$0
1994-95 Revised:	\$0
1994-95 Projected:	\$0
1995-96 Estimated:	\$130,000
(Fill out #1 & 3 below.)	
1995-96 Carryover:	\$0
(Fill out #2 & 3 below.)	
1995-96 Total:	\$130,000

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

\$2,600,000 value of property foreclosed x 5%                      \$130,000

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

This amount was previously included in miscellaneous A&T fees (revenue 4702). We expect roughly the same amount of activity as in previous years.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

O.R.S. 312.120

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable.

REVENUE SOURCE: Tax Statement Fee REVENUE CODE: 4706

Organization: 7630

Fund: 175  
 Dept: 030  
 Division: 7060

Contact: Kathy Tuneberg

Telephone: 248-3330

Where does revenue come from?:  
 Fees assessed for statements printed at second and third billing cycles, notices of delinquent accounts.

1994-95 Adopted:	\$280,000
1994-95 Revised:	\$280,000
1994-95 Projected:	\$320,000
1995-96 Estimated:	\$320,000
(Fill out #1 & 3 below.)	
1995-96 Carryover:	\$0
(Fill out #2 & 3 below.)	
1995-96 Total:	\$320,000

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

$$106,667 \text{ statements @ } \$3.00/\text{stmt} = \$320,000$$

Estimate based on previous history.

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

Activity is increasing for people paying by the trimester system (getting more statements).

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

MCC 5.10.160

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

When initiated in October, 1991.

REVENUE SOURCE: Foreclosure Title Search Fee

REVENUE CODE: 4715

Organization: 7630

Fund: 175

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone: 248-3330

Where does revenue come from?:

Fees collected when taxes are paid on an account in redemption.

1994-95 Adopted:	<u>\$12,500</u>
1994-95 Revised:	<u>\$12,500</u>
1994-95 Projected:	<u>\$11,250</u>
1995-96 Estimated:	<u>\$11,250</u>
(Fill out #1 & 3 below.)	
1995-96 Carryover:	<u>\$0</u>
(Fill out #2 & 3 below.)	
1995-96 Total:	<u>\$11,250</u>

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

225 accounts in redemption x \$50.00 per account = \$11,250

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

Fewer accounts are entering into the redemption period.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

O.R.S. 312.120

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable.

REVENUE SOURCE: Warrant Satisfaction FeeREVENUE CODE: 4716Organization: 7630Fund: 175Dept: 030Division: 7060Contact: Kathy TunebergTelephone: 248-3330

Where does revenue come from?:

Reimbursement for filing/recording warrants on delinquent personal property taxes.

1994-95 Adopted:	<u>\$13,000</u>
1994-95 Revised:	<u>\$13,000</u>
1994-95 Projected:	<u>\$14,000</u>
1995-96 Estimated:	<u>\$14,000</u>
(Fill out #1 & 3 below.)	
1995-96 Carryover:	<u>\$0</u>
(Fill out #2 & 3 below.)	
1995-96 Total:	<u>\$14,000</u>

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

700 warrants @ \$20/warrant = \$14,000

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

Greater collection activity and increased follow-up on delinquent accounts.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

O.R.S. 311.635

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable.

REVENUE SOURCE: Assessor Sales

REVENUE CODE: 6006

Organization: 7630

Fund: 175

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone: 248-3330

Where does revenue come from?  
 Sales of miscellaneous copies of information.

1994-95 Adopted:	\$19,000
1994-95 Revised:	\$19,000
1994-95 Projected:	\$19,000
1995-96 Estimated:	\$19,000
(Fill out #1 & 3 below.)	
1995-96 Carryover:	\$0
(Fill out #2 & 3 below.)	
1995-96 Total:	\$19,000

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

This is for copies of miscellaneous printouts, taxbills, maps, etc.

19,000 copies @ \$1.00/copy = \$19,000

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

Not applicable

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

MCC 5.10.160

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

REVENUE SOURCE: Tax Title Fund Cash Transfer

REVENUE CODE: 7604

Organization: 7630

Fund: 175

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone: 248-3330

Where does revenue come from?:

The Tax-Title fund. A&T purchases title insurance during foreclosure. When properties are not redeemed and subsequently deeded to the County, the Tax Title fund reimburses A&T for those policies transferred.

1994-95 Adopted:	\$56,000
1994-95 Revised:	\$56,000
1994-95 Projected:	\$14,000
1995-96 Estimated:	\$15,000
(Fill out #1 & 3 below.)	
1995-96 Carryover:	\$0
(Fill out #2 & 3 below.)	
1995-96 Total:	\$15,000

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

The number of accounts for which this fee is applicable and the cost for each account varies. Estimate is prepared from this year's projected amount, assuming a small increase.

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

Only 155 properties were transferred to Multnomah County with policies totaling \$13,066.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

Not applicable.

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable.

REVENUE SOURCE: Tax Title Fund Service Reimbursement

REVENUE CODE: 6624

Organization: 7630

Fund: 175

Dept: 030

Division: 7060

Contact: Kathy Tuneberg

Telephone: 248-3330

Where does revenue come from?:

Tax Title Fund - service reimbursement for work performed by people in the A&T fund.

1994-95 Adopted:	\$807,737
1994-95 Revised:	\$807,737
1994-95 Projected:	\$807,737
1995-96 Estimated:	\$0
(Fill out #1 & 3 below.)	
1995-96 Carryover:	\$0
(Fill out #2 & 3 below.)	
1995-96 Total:	\$0

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

A&T Tax Title was previously funded in Fund 175, for this year it is budgeted directly in the Tax Title Fund (158) so a service reimbursement is no longer necessary.

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

4. For non-grant revenue, list the legal citation which gives the County the authority to collect this revenue.

Not applicable.

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

Not applicable.

REVENUE SOURCE: Mortgage Company Reimbursement

REVENUE CODE: 4714

Organization: 7630

Fund: 175  
Dept: 030  
Division: 7060

Contact: Kathy Tuneberg

Telephone: 248-3330

Where does revenue come from?:  
This sheet may not be necessary.

1994-95 Adopted:	\$0
1994-95 Revised:	\$0
1994-95 Projected:	\$0
1995-96 Estimated: (Fill out #1 & 3 below.)	\$0
1995-96 Carryover: (Fill out #2 & 3 below.)	\$0
1995-96 Total:	\$0

1. Show computation used to arrive at estimate and describe the basis on which the estimate was made.

This fee is no longer collected.

2. If this is dedicated revenue and there is carryover from 1994-95, estimate the amount of carryover to be budgeted in 1995-96. Show computation here.

Not applicable

3. Explain variance between 1994-95 Projected and 1995-96 Estimated.

4. For non-grant revenue, list the legal citation which gives the County authority to collect this revenue.

5. If this is revenue from a License, Fee or Permit which the County has the authority to establish, list the last time the rate was reviewed/increased.

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

In the Matter of Certifying an	)	
Estimate of Expenditures for the	)	RESOLUTION
FY 1995-96 Property Tax Program	)	95- 38
in Accordance with HB 2338	)	

WHEREAS, House Bill 2338, hereinafter referred to as HB 2338, which passed during the 1989 Oregon Legislative Session, significantly altered the funding structure for Assessment and Taxation; and

WHEREAS, in Multnomah County, meeting the requirements of HB 2338 will result in additional expenditures for Assessment and Taxation over the next several years; and

WHEREAS, a major purpose of HB 2338 is to bring Assessment and Taxation operations into compliance with Oregon Department of Revenue regulations; and

WHEREAS, HB 2338 created a statewide revenue pool to help offset the additional costs of being in full compliance with Department of Revenue regulations; and

WHEREAS, HB 2338 requires counties to file by March 1 of each calendar year an estimate of expenditures for their total Property Tax Program with the Department of Revenue; and

WHEREAS, Assessment and Taxation has prepared such an estimate of expenditures in accordance with HB 2338 and Department of Revenue administrative guidelines; now therefore

IT IS HEREBY RESOLVED that the attached estimate of expenditures for the fiscal year 1995-96 Property Tax Program for Multnomah County is certified for filing with the Department of Revenue as required by HB 2338.

ADOPTED this 16th day of February, 1995.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

*Beverly Stein*  
 \_\_\_\_\_  
 Beverly Stein, Chair

REVIEWED:

LAURENCE KRESSEL, COUNTY COUNSEL  
MULTNOMAH COUNTY, OREGON

*John L. DuBay*  
 \_\_\_\_\_  
 John L. DuBay, Chief Deputy

MULTNOMAH COUNTY

EXPENDITURES FOR:	A VALUATION	B RECORDS ASSESSMENT	C BOARDS OF EQUALIZATION	D TAX COLLECTION & DISTRIBUTION	E CADASTRAL MAPPING	F DATA PROCESSING	G TOTAL
1. Personal Services *1	4,410,304	892,392	145,645	1,034,930	0	671,703	7,154,974
2. Materials & Services *1	573,324	348,954	106,888	506,923	0	1,553,182 A	3,089,271
3. Cost of Transportation *2 (Do Not Include in Materials & Services or Capital Outlay)	113,075	1,511	162	1,304	0	1,980	118,032
4. Capital Outlay (Do Not Include in Materials & Services)	0	52,700	0	2,200	0	103,410 *3	158,310 *4
5. TOTAL	5,098,703	1,295,557	252,695	1,545,357	0	2,330,275	10,520,587

\*1 Do Not Include Any Amount That Is Included In Capital Outlay.

\*2 Specify The Method Used To Determine Cost Of Transportation:

The estimate of the actual cost of operating the vehicle for a 12 month period plus a depreciation allowance for the useful life of the vehicle.

The rate per mile used in the County with an estimate of miles driven.  
Rate per Mile \_\_\_\_\_ Est. of Miles \_\_\_\_\_

\*3 Data Processing And Capital Outlay Includes Personal Services And Materials & Services For All New Data Processing Development And All Data Processing Equipment P

\*4 Capital Outlay Is Limited To Either 6 Percent Of The Total Dollars Certified Or \$50,000, Whichever Is Greater.

5 Specify The Method Used To Determine Indirect Costs:

Percent Amount Approved By A Federal Granting Agency.

\_\_\_\_\_ .0464% of \_\_\_\_\_ 10362277  
(INCLUDED IN TOTALS ABOVE)

5 Percent of Total Direct Expenditures Less Capital Outlay.

Total Indirect Costs \_\_\_\_\_

\*6 Total Eligible For Grant \_\_\_\_\_ \$10,520,587

7 Total Expenditures Certified For Consideration In Grant  
(Total of 5 and 6) \_\_\_\_\_ \$10,520,587

A: \$0 Cost of System Project may need to be reflected in Capital (G.4) instead of Materials & Services. (F3)

**GRANT DOCUMENT STAFFING REPORT**

Multnomah county	Approved FTE's Current Year 94\95	Budgeted FTE's Coming Year 95/96	Change (plus or Minus)
<b>ADMINISTRATIVE STAFF (Assessor, Support)</b>	4	4	
<b>ASSESSMENT RECORDS STAFF:</b>	(Inc. Cartography)		
<b>APPRAISAL STAFF:</b>			
Chief Appraisers	2	2	
Appraiser Supervisors	9	9	
Residential Appraisers	20	20	
Residential Appraisal Tech.	0	1	+ 1
Commercial/Industrial Appraisers	18	18	
Farm/Forest/Rural Appraisers	2	2	
Mobile Home Appraisers	1	1	
Personal Property Appraisers/Specialists	8	7	-1
Sales Data Analysts	1	1	
Other Appraisers	-	-	
Exemption Analysts	1	1	
Clerical Support	22	22	
<b>TOTAL APPRAISAL STAFF</b>	84	84	
<b>TAX COLLECTION STAFF:</b>			
Real Property	24	24.4	+ .4
Personal Property	4.5	4.5	
Tax Distribution	1.5	1.5	
<b>TOTAL TAX COLLECTION STAFF</b>	30	30.4	
<b>CARTOGRAPHY STAFF</b>	1	1	
Cartographic Supervisor	1	1	
Lead Cartographer	0	0	
Cartographer	4	4	
Deed or Abstract Clerk	14	14	
<b>TOTAL CARTOGRAPHY STAFF</b>	20	20	
<b>CLERK/BOE/BORR</b>	2	1.6	- .4
<b>A &amp; T DATA PROCESSING STAFF</b>	20.03	20.97	
<b>TOTAL A &amp; T STAFF</b>	160.03	160.97	.0

Please explain any staffing changes made to the above categories for the approved current year.

<b>NUMBER OF ACCOUNTS</b>	<b>Totals</b>	<b>OTHER APPRAISALS</b>	<b>Number of:</b>
Real Property Accounts . . . . .	224,057	New construction Accounts . . . . .	5,800
Personal Property Accounts . . . . .	37,851	Segregations . . . . .	4,870
Utility Accounts . . . . .	74	Disqualifications from special assessment . . . . .	15 - 20
		Exemptions requiring application . . . . .	7,100
		Other exemptions . . . . .	1,168
<b>APPEAL WORK</b>	<b>Number of:</b>	<b>BOARDS</b>	
Petitions to BOE . . . . .	4,800	Boards of Equalization . . . . .	3
Petitions to BORR . . . . .	100	Boards of Ratio Review . . . . .	1
Petitions to DOR . . . . .	1,600		
Petitions to Tax Court . . . . .	80		

Please Include a copy of the assessor's report as required by ORS 308.050

## ADMINISTRATION SECTION

Administration is directing the plans as submitted in prior years.

## APPRAISAL SECTION

The Residential Section is out of compliance with the six year cycle for the 5 through 20 unit apartments which are out of cycle by one-half of a district. The Residential CAAP plan for the current year includes the portion of district 4 east of the Willamette River. When the portion of district 4 west of the river is appraised for the following year, all Residential properties in the County will have been valued using the latest classing system.

The Commercial Section is in the third year of not meeting the reappraisal cycle and is about one and one half district out of compliance. We are continuing to implement changes as stated in the response to the performance review. These enhancements include additional documentation of appraisal set up data and the development of a computer data base to store commercial property characteristics. We have developed and implemented a data base to store income data for commercial properties and have completed the programming for a commercial characteristic record. This system allows computer generated costing of commercial buildings using Marshall and Swift factors. The section is also working on plans to realign the districts. The realignment would focus on district which would be as homogenous as possible considering only commercial factors. If the realignment receives D.O.R. approval the section could begin district appraisal with these new districts for 7/96.

## RECORDS MANAGEMENT/CARTOGRAPHY SECTION

We are following the plan that is on file with the Oregon Department of Revenue. Baring budget problems, the plan is still very reasonable.

The 1992 Performance Audit recommended that we consolidate the non-buildable parcels with the contiguous parcel that is under the same ownership, levy code, map, and no delinquent taxes. An agreement has been reached with the D.O.R. Mapping Section on this subject. We, Multnomah County, will audit all of the tax accounts and request consolidations of all non-buildable parcels.

To-date 7 8 square miles have been audited and taxpayers asked to approve consolidations. We had a very good response. The whole project will be completed when the last letter is returned to us.

## TECHNICAL SUPPORT SECTION

The Technical Support Section is following the plan that has been developed for development of the new A & T Section on the mainframe computer supported by the Information Services Division. In conjunction with this plan Technical Support is in the process of converting its data entry operation from the XL40 mini-computer system to a modern, PC-based data entry system.

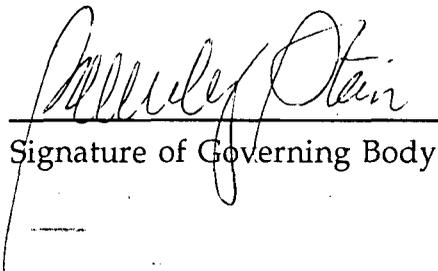
## GRANT DOCUMENT RESOLUTION

Multnomah County is applying to the Department of Revenue in order to participate in the Assessment and Taxation Grant. This grant provides funding for counties to help them come into compliance or remain in compliance with ORS 308.027, 308.232, 308.234, Chapters 309, 310, 311, 312, and other laws requiring equity and uniformity in the system of property taxation.

Multnomah County has undertaken a self-assessment of its compliance with the laws and rules which govern the Oregon property tax system.

Multnomah County is generally in compliance with ORS 308.027, 308.232, 308.234, Chapters 309, 310, 311, 312, and other laws requiring equity and uniformity in the system of property taxation. Where the county is not in compliance, a plan or an amended plan has been or is being submitted to the department for approval. Where there is a plan in place, the county is in compliance with the plan as approved by the Department of Revenue.

The Property Tax Grant Document has been reviewed by the county governing body and constitutes the county's program to maintain and achieve compliance with the requirement of the Oregon property tax system. Multnomah County designates Janice Druian, phone number 348-3345, as the county contact person for this grant document.



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Signature of Governing Body

February 16, 1995

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Date Signed

Meeting Date: FEB 16 1995

Agenda No: R-3

(Abovespace for Board Clerk's Office Use ONLY)

AGENDA PLACEMENT FORM

Subject: Intergovernmental agreement with Clackamas County Social Services Division for services provided as part of the Administration on Aging federal grant program "Beyond Bricks and Mortar"

BOARD BRIEFING Date Requested:  
Amount of time:

REGULAR MEETING Date Requested: February <sup>16</sup> 16, 1995  
Amount of time: 5 minutes

DEPARTMENT: NA DIVISION: Aging Services

CONTACT: Caroline Sullivan TELEPHONE: 248-3620

BLDG/RM #: 161/3rd floor

PERSON(S) MAKING PRESENTATION: Jim McConnell/Kathy Gillette

ACTION REQUESTED:

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL [ ] OTHER

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

Aging Services Division requests approval for the attached contract with Clackamas County Social Services Division for the period July 1, 1994 through June 30, 1996.

Services provided under this contract are part of the "Beyond Bricks and Mortar" 2 year demonstration program funded by a grant from the federal Administration on Aging. The purpose of the grant is to develop and implement Supportive Services in Federally Assisted Housing to enable residents to "age in place".

The contract for the Clackamas County services is for \$78,616 for the entire grant period. A budget amendment authorizing funds for FY94/95 accompanies this contract. Funds for FY95-96 will be budgeted through the FY95-96 Budget process.

The Board approved a Notice of Intent for this grant in September 1993. Multnomah County through the Aging Services Division is the fiscal agent. Services are provided through the Multnomah County's Aging Services and Community and Family Services Divisions as well as this contract with Clackamas County. The Portland State University Institute on Aging is evaluating the program.

Service components to be provided through this contract at Clackamas County subsidized housing facilities include "No Place Like Home" (organizing and empowering of resident councils, training for housing staff), Family Information and Referral Teams, and Tenant Relocation Intervention to enable aging in place.

2/16/95 ORIGINALS TO KATHY GILLETTE / CAROLINE SULLIVAN  
SIGNATURES REQUIRED:

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

OR DEPARTMENT MANAGER: James L. ...  
ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/248-5222  
0516C/63 bcc95aoo.cc

CLACKAMAS COUNTY  
BOARD CLERK  
FEB 16 1995  
3 4M 10 33



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES  
AGING SERVICES DIVISION  
AREA AGENCY ON AGING  
421 S.W. 5TH, 3RD FLOOR  
PORTLAND, OREGON 97204  
SENIOR HELPLINE: (503) 248-3646 ADMINISTRATION: 248-3620  
TDD: 248-3683 FAX: 248-3656

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • 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: Beverly Stein, Board Chair  
FROM: Jim McConnell, Director *JMcConnell*  
DATE: January 23, 1995  
SUBJECT: FY 1994-96 Intergovernmental Agreement with Clackamas County for Implementation of Beyond Bricks and Mortar Federal Grant #90-AM-0751 from the Administration on Aging

Retroactive Status: This agreement is retroactive to July 1, 1994. Delay in processing occurred because of extended discussion regarding grant provisions.

I. Recommendation: The Aging Services Division recommends Board of County Commissioners approval of the attached Intergovernmental Revenue Agreement with Clackamas County, for the period July 1, 1994 through June 30, 1996.

II. Analysis/Background: Multnomah County Aging Services Division, Multnomah County Community and Family Services Division and Clackamas County Social Services Division jointly applied for Discretionary Grant #90-AM--0751 from the federal Administration on Aging. The purpose of the grant is to provide services to residents of subsidized housing facilities. The grant provides \$200,000 over a 2 year period from January 15, 1994 through January 15, 1996. Multnomah County Aging Services Division is the designated fiscal agent for this grant.

This contract transmits funds to the Clackamas County Social Services Division to carry out services to subsidized housing residents in Clackamas County, including "No Place Like Home", Family Information and Referral System Teams (FIRST), Tenant Relocation Intervention (TRI), and supportive services to seniors of ethnic minority cultural heritage.

This intergovernmental agreement continues through June 30, 1996.

III. Fiscal Impact: The agreement provides for \$78,616 of federal grant funds to go to Clackamas County over a two year grant period. A Budget Modification is required for funds to be spent during FY94-95. A BUD MOD accompanies this agreement.

Funds will be budgeted as required for FY95-96.

IV. Legal Issues: NA

V. Controversial Issues: NA

VI. Link to Current County Policies: Notice of Intent to apply for grant was approved by Board of County Commissioners in September 1993.

VII. Citizen Participation: The Portland Multnomah Commission on Aging (PMCoA) reviewed and approved the original grant. The Beyond Bricks and Mortar Program utilizes resident councils in the housing units served by the program to provide consumer input to the grant activities.

VIII Other Government Participation: All program components are located in federally funded housing facilities. Clackamas County, Multnomah County Aging Services Division and Multnomah County Community and Family Services Division are conducting the Beyond Bricks and Mortars program cooperatively, guided by a Steering Committee made of representatives from all interested parties. Portland state University Institute on Aging is conducting the evaluation as part of the grant.



**CONTRACT APPROVAL FORM**  
(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 103955

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

<p><b>CLASS I</b></p> <p><input type="checkbox"/> Professional Services under \$25,000</p>	<p><b>CLASS II</b></p> <p><input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCRB Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p>	<p><b>CLASS III</b></p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p><b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b></p> <p>AGENDA # <u>R-3</u> DATE <u>2/16/95</u></p> <p><u>DEB BOGSTAD</u> BOARD CLERK</p>
--	--	--

Department Aging Services Division Division ASD Date \_\_\_\_\_

Contract Originator Caroline Sullivan/Sherry Wilmschen Phone 248-3620 Bldg/Room 161/3rd floor

Administrative Contact Caroline Sullivan/Kathy Gillett Phone 248-3620 Bldg/Room 161/3rd floor

Description of Contract Provides funds for Clackamas County components of AoA Grant 90-AM-0751 "Beyond Bricks and Mortar" providing appropriate services to residents of subsidized housing located in Multnomah and Clackamas Counties.

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

ORS/AR # \_\_\_\_\_ Contractor is  MBE  WBE  ORF

Contractor Name Clackamas County, Social Service Division

Mailing Address 821 Main Street  
Oregon City OR 97045

Phone \_\_\_\_\_

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

Effective Date July 1, 1994

Termination Date June 30, 1996

Original Contract Amount \$ 78,616

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

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

Total Amount of Agreement \$ 78,616

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 January 23, 1995

Date \_\_\_\_\_

Date 2/13/95

Date February 16, 1995

Date \_\_\_\_\_

**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) \_\_\_\_\_

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.												
02.		<u>SEE ATTACHED</u>										
03.												
* If additional space is needed, attach separate page. Write contract # on top of page.												

INSTRUCTIONS ON REVERSE SIDE

WHITE - CONTRACT ADMINISTRATION CANARY - INITIATOR PINK - FINANCE

1/11/95

CONTRACT APPROVAL FORM SUPPLEMENT

FISCAL YEAR: 95

CONTRACTOR: CLACKAMAS COUNTY SOC. SVC DIV

AGENCY CODE: CC

CONTRACT #: 103955

EFFECTIVE DATE: 1-Jul-94

END DATE: 30-Jun-96

AMENDMENT#: 0

AMENDMENT DATE:

LINE #	FUND	AGY	ORGN CODE	LGFS ACT	LGFS OBJT	REPT CAT	FND	CAT	ORIGINAL AMOUNT	MOD1	MOD2	MOD3	FINAL AMOUNT
1	156	010	1775	CC2Z	6060	1731	IV		78,616				78,616
TOTAL									78,616	0	0	0	78,616

INTERGOVERNMENTAL AGREEMENT BETWEEN CLACKAMAS COUNTY AND MULTNOMAH COUNTY  
FOR  
IMPLEMENTATION OF FEDERAL ADMINISTRATION ON AGING  
DISCRETIONARY GRANT #90-AM-0751  
FOR THE  
BEYOND BRICKS AND MORTAR DEMONSTRATION PROJECT

ORIGINAL

SECTION I. INTRODUCTION

This agreement is between CLACKAMAS COUNTY, and MULTNOMAH COUNTY. The duration of this agreement, subject to execution by all parties, is for the period July 1, 1994 through June 30, 1996.

SECTION II. RECITALS

A. WHEREAS, MULTNOMAH COUNTY and CLACKAMAS COUNTY share an interest and concern that older residents of subsidized housing facilities receive appropriate assistance to be able to "age in place" and not be required to move.

B. WHEREAS, MULTNOMAH COUNTY and CLACKAMAS COUNTY jointly designed a demonstration project "BEYOND BRICKS AND MORTAR" providing supportive services to residents age 60 and older in subsidized housing facilities,

C. WHEREAS, the federal Administration on Aging (AOA) awarded Discretionary Grant #90-AM-0751 to MULTNOMAH COUNTY in the amount of \$200,000 to fund the "Beyond Bricks and Mortar" demonstration project in both MULTNOMAH COUNTY and CLACKAMAS COUNTY through January 15, 1996.

THEREFORE, MULTNOMAH COUNTY and CLACKAMAS COUNTY agree as follows:

SECTION III: AGREED/MULTNOMAH COUNTY and CLACKAMAS COUNTY

A. MULTNOMAH COUNTY and CLACKAMAS COUNTY agree to develop and implement policies and procedures and provide oversight jointly for the Beyond Bricks and Mortar Project through regularly scheduled meetings of a Planning Committee made up of representatives from each county.

B. Parties mutually agree that the administrative authority for MULTNOMAH COUNTY shall be the Director of the Aging Services Division and for CLACKAMAS COUNTY shall be the Deputy Director of the Social Services Division, Department of Human Services. The designated contact person for MULTNOMAH COUNTY shall be the Aging Services Division Housing Specialist and for CLACKAMAS COUNTY shall be the Deputy Director of the Social Services Division, Department of Human Services, for operations and services provided under this agreement.

C. Both parties agree that staff may be hired through the grant by each county for projects specific to that county in accordance with each county's usual personnel policies and procedures or may be hired by one county to benefit both counties, as determined by the Beyond Bricks and Mortar Planning Committee.

D. Both parties agree to establish and participate in work groups for specific program components of the Beyond Bricks and Mortar Project, to include groups for "No Place Like Home," Ethnic Services, "Family Information Referral System Teams" (FIRST), Tenant Relocation Intervention (TRI), Dissemination (sharing of information about project outcomes), and other groups as required.

E. MULTNOMAH COUNTY agrees to serve as fiscal agent for the federal Administration on Aging Discretionary Grant #90-AM-0751 and to complete and submit required fiscal and program reports to the Administration on Aging. CLACKAMAS COUNTY agrees to submit program reports quarterly and fiscal report semi-annually, within 30 calendar days of the end of each quarter, to MULTNOMAH COUNTY for their completion of required grant reports.

**SECTION IV: COMPENSATION**

MULTNOMAH COUNTY agrees to pay CLACKAMAS COUNTY for grant expenses during the period July 1, 1994 through January 14, 1995 (Grant Year 1) and during the period January 15, 1995 through June 30, 1996 (Grant Year 2) in accordance with the following terms or as revised in AoA Grant #90-AM-0751:

A. Payment shall be made for the following expenses:

	<u>GRANT YEAR 1</u>	<u>GRANT YEAR 2</u>
NO PLACE LIKE HOME staff position	\$ 7,771	\$ 31,000
FIRST Project	10,800	10,800
Tenant Relocation Intervention Consultant	7,600	0
Tenant Relocation Intervention Consultant	4,000	0
Travel	2,825	2,825
Supplies	500	495
TOTAL	\$ 33,496	\$ 45,120

B. MULTNOMAH COUNTY agrees to pay CLACKAMAS COUNTY upon receipt of a written itemized statement, up to the total of \$33,496 for the period July 1, 1994 through January 15, 1995 and up to the total of \$45,120 for the period January 16, 1995 through January 15, 1996. Any costs incurred by CLACKAMAS COUNTY over and above the agreed sums shall be at the sole risk and expense of CLACKAMAS COUNTY.

C. Both parties agree that this contract is subject to the availability of funds from the federal Administration on Aging. In the event that funds do not become available to MULTNOMAH COUNTY in the amounts anticipated, MULTNOMAH COUNTY may, by amendment, reduce funding or terminate this agreement as appropriate. Reduction or termination shall not affect payment for allowable expenses incurred prior to the effective date of such action. In addition, CLACKAMAS COUNTY acknowledges that funding under this agreement is conditional upon continued approval of the provision of Administration on Aging grant 90-AM-0751.

**SECTION V: PROGRAM RECORDS**

CLACKAMAS COUNTY agrees to submit program reports quarterly as required by the Administration on Aging or as determined by the Beyond Bricks and Mortar Planning Committee. CLACKAMAS COUNTY further agrees to retain all program records for a minimum of five years unless otherwise determined through federal requirements or Planning Committee decision.

**SECTION VI. INTEGRATION**

The contract contains the entire agreement between the parties and supersedes all prior written or oral discussions or agreements.

**SECTION VII. SEPARABILITY**

Should any Section or portion thereof, of this Agreement be held unlawful and unenforceable by any court of competent jurisdiction, or any administrative agency having jurisdiction over the subject matter, such decision shall apply only to specific Section or portion thereof directly specified in the decision. All other portions of the Agreement as a whole shall continue without interruption for the term hereof.

**SECTION VIII. TERM OF AGREEMENT**

This continuation Agreement shall commence July 1, 1994 and continue until June 30, 1996 or until terminated or replaced. The agreement may be amended by written consent of the parties.

**SECTION IX TERMINATION**

All or part of this contract may be terminated by mutual consent by both parties, or upon 60 days written notice by either party, delivered to the designated contact person.

h



MEETING DATE: FEB 16 1995

AGENDA NO: R-4

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: PCRB Exemption for Card Key System Change Order

BOARD BRIEFING Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: Thursday, January 26, 1995

Amount of Time Needed: \_\_\_\_\_

DEPARTMENT DES DIVISION Facilities & Property Management

CONTACT Lillie Walker/Walter Heil TELEPHONE # 248-3322 / 248-5111

BLDG/ROOM# 421/3rd

PERSON (S) MAKING PRESENTATION: Lillie Walker

**ACTION REQUESTED:**

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL  OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

**Request of Board of County Commissioners, Acting as PCRB, for an exemption to the 20% change order limitation for the Justice Center Card Key System Installation.**

*2/10/95 Application & Notice to PCRB list, Lillie Walker, Walter Heil & Dave Boyer*  
**SIGNATURE REQUIRED:**

ELECTED OFFICIAL: DAVE BOYER & WALTER HEIL

OR  
DEPARTMENT MANAGER: *Dave Boyer*

POSTED - 3 10 95  
COUNTY CLERK  
JAN 26 1995

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**  
Any questions: Call the Office of the Board Clerk 248-3277/248-5222

TO: Board of County Commissioners  
FROM: Lillie Walker, Purchasing Director  
DATE: January 9, 1995  
REQUESTED PLACEMENT DATE: January 26, 1995

SUBJECT: Exemption request to exceed the 20% change order limitation to the contract for the Justice Center Card Key System installation with Selectron.

I. Recommendation/Action Requested:

The Facilities Management Division has requested an exemption to exceed the 20% limitation to the contract with Selectron to install a Card Key System at the Justice Center.

II. Background/Analysis:

The original exemption request #94-183 for installation of the Card Key System with Selectron was previously approved. Informal proposals were solicited for that purchase. During the course of installation and training, several areas of potential productivity and safety improvement were identified by Portland Police Bureau and the Sheriff's Office. Additionally, due to an escape through two doors not previously included in the system, it was determined to add these doors to increase the security of the facility.

III. Financial Impact:

This purchase increase the amount of the original purchase from \$50,716 to \$63, 619 which is a \$12,903 (25%) increase. AR 10.130 restricts the amount of increases without Board approval to 20%.

IV. Legal Issues:

None.

V. Controversial Issues:

N/A

VI. Link to Current County Policies:

Current policies require approval by the Board for contract expenditures

greater than 20% of the original contract amount.

VII. Citizen Participation

N/A

VII. Other Government Participation:

N/A



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES  
DIVISION OF FACILITIES AND  
PROPERTY MANAGEMENT  
2505 S.E. 11TH AVENUE  
PORTLAND, OREGON 97202  
(503) 248-3322

BEVERLY STEIN  
MULTNOMAH COUNTY CHAIR

## MEMORANDUM

TO: BETSY WILLIAMS, DIRECTOR DES

FROM: F. W. GEORGE, DIRECTOR FACILITIES MANAGEMENT *fwg*

CC: JIM EMERSON, CIP COMMITTEE  
KAY FANTZ, FACILITIES MANAGEMENT  
WALTER HEIL, FACILITIES MANAGEMENT

DATE: 19 DEC 94

RE: PO# 95 JT 0000 152, SELECTRON

The above PO deals with the replacement of the card key system at the Justice center. The original PO was issued for \$50,716 and for various reasons, additions have been added to this amount, which now have exceeded the allowable total as per AR 10.130.

The additional amounts have been added as a change order to the original PO because they were an addition to the original work, and we have also processed a new PO for that work requested by Portland Police Bureau, that will be paid for by monies not in the CIP accounts. Purchasing views both of these additional purchases as adding to the original, and thus the total amount will require a formal approval as per the above AR.

The amounts are as follows:

original PO	\$50,716
change order	8,284
second PO	4,619
<b>TOTAL</b>	<b>\$63,619</b>
Increase	\$12,903

AR 10.130	
(allowable 20% increase)	\$10,143
amount in excess	\$2,760

The following are the reasons for the additional amounts:

1. Portland Police Bureau expanding system \$1,665
2. PPB's adding features \$4,554

3.	SO Staff adding report writing capability	\$499
4.	SO staff adding features that will simplify use of system	3,950
5.	SO adding two jail doors as result of recent escape from facility	2,235
	TOTAL	\$12,903

I have attached a copy of Walter's 18 NOV 94 memo to Jan Thompson, MULTCO Buyer, that describes each addition in much more detail, as well the originals of the Change Order and the new PO for your handling.

I request your review and approval of these additional expenditures, and should you require any additional information, please call me or Walter.

Approved 12/28/94  
Betsy Williams  
Mike Board



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES  
DIVISION OF FACILITIES AND  
PROPERTY MANAGEMENT  
2505 S.E. 11TH AVENUE  
PORTLAND, OREGON 97202  
(503) 248-3322

BEVERLY STEIN  
MULTNOMAH COUNTY CHAIR

## MEMORANDUM

**TO: JAN THOMPSON, BUYER  
PURCHASING**

**FROM: F. WAYNE GEORGE, DIRECTOR  
FACILITIES AND PROPERTY MANAGEMENT**

**DATE: DECEMBER 12, 1994**

**RE: ADDITIONAL PO REQUEST; ATTACHED MEMORANDUM**

PROPERTY SECTION  
MULTNOMAH COUNTY  
94 DEC 14 AM 8:26

It appears we have a problem and I agreed to intervene, if for no other reason than to find out who turned left when they should have turned right. I believe it's in all our best interest to meet ASAP to solve the problem, as well as hear what information you have relative to this situation.

Here's the condensed story as I know it. We completed an RFP process and hired a contractor to install a new security system at MCDC. On November 18, 1994 Walter Heil sent a memo addressed to you with copies to Kay, Jim and myself explaining the need for a PO# change order for additional terminals and disk readers. In reading Walter's memo, I think you'll agree he explained what the increases were for and their respective amounts quite extensively. I also learned today (12/12) that unfortunately you haven't seen Walter's memo of November 18 and therefore no Purchasing action has taken place. Also unfortunate is we did not and cannot stop a job mid-stream. Therefore, the work I'm told is complete.

It now behooves all parties to meet quickly and straighten this mess out. As far as I know, "all parties" mean you, Walter, Julie and myself. I'll be glad to include others if necessary. RSVP...ASAP

c: Craig Calkins Walter Heil  
Julie Brizzee Kay Fantz .



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES  
DIVISION OF FACILITIES AND PROPERTY MANAGEMENT  
JUSTICE CENTER  
1120 S.W. 3RD AVENUE, ROOM 203  
PORTLAND, OREGON 97204  
(503) 248-5130

BEVERLY STEIN  
COUNTY CHAIR

## MEMORANDUM

TO: JAN THOMPSON, MULTCO BUYER

CC: KAY FANTZ, MULTCO FACILITIES MANAGEMENT  
JIM EMERSON, CIP MANAGER  
F. W. GEORGE

FROM: WALTER HEIL, JUSTICE CENTER FACILITIES MANAGER 

DATE: 18 NOV 94

RE: ATTACHED PO CHANGE ORDER AND ADDITIONAL PO  
REQUEST, REQUESTING ADDITIONAL PURCHASES ON  
PO# 95 JT 0000 152

We are nearing the completion of the installation of the new equipment to replace the Card Key system at the Justice Center. During the course of the work, there have been some additions to the system that have been found to be necessary, which I have completed a "Purchase Order Change Notice" attached. There has also been a couple of additions to the system, that have been requested by the Portland Police Bureau and for that fact, we had to create a separate WO for these, since they are being funded by another, non CIP account.

When I talked to you the other day, you had requested a memo from me as to each of these items, and what required the addition. Your information, is as follows:

### PURCHASE ORDER CHANGE NOTICE

1. ADD 2ND PRINTER TO 2ND FLOOR TERMINAL  
During the course of the training on the system, it was found that the system had a capacity to perform many additional functions, like creating the forms necessary by the FSO's in the issuance of the new "I Discs", that would make the paperwork transactions much less time consuming on the part of the FSOs, but that the included printer was dedicated to a reporting mode, and that another printer would be required.

2. **ADD FILE SERVER TO ACCOMMODATE 2ND TERMINAL**  
Again, as a result of the Portland Police Bureau's (PPB) training, Phil Sparks requested the ability to input his own data into the system, giving him better control over his portion of the system, and greatly reducing the time spent by the FSOs. This change, the cost of which is shared by this item and Item # 1 of the attached new PO, is the agreed upon sharing of the cost by the two agencies. The City's portion is to be paid by another account, and had to be billed out separately, and didn't want to get changed to the CIP, as not sufficient funds were available.
3. **ADD 4 ADDITIONAL "I DISC" READERS AT RH8 & RH9 DOORS**  
As a direct result of the escape of an inmate through these two doors, we were asked to effect an add of these two doors into the system.
4. **ADD 4 ADDITIONAL "I DISC" READERS TO SHUTTLE ELEVATOR**  
The manner that the software was programmed to handle the control the 5 floors in the elevator, would require the FSOs to "Batch Load" an estimated quantity of I Discs into each sequenced group of access levels, which would be very troublesome to deal with because each time a change was requested as to access to the elevator, a new disc would have to be exchanged of the new level and the old disc recovered, rather than just changing the access level which requires each floor to have a separate reader.
5. **ADD 2 ADDITIONAL "I DISC READERS, 1 EACH AT EACH OF THE TWO TERMINALS**  
Again, during the training, Phil Sparks, PPB, requested that at his newly added terminal, to have the ability to "read" toe discs identity, requiring a reader at the terminals.

#### PURCHASE ORDER

1. As described in item #2 above.
2. During the course of the work, there was a request to extend the system to include two doors not within the original system.

The prices for the additional work listed on the two requests, are based on the unit prices outlined on the original quote by Selectron, plus labor to install, and we are requesting the approval of the new work to be based on that quote.

We would request your earliest attention to this request, and call me with the PO# and Change approval, so I can expedite the installation process and it can be installed with the other equipment as it is installed.



JAN

# MULTNOMAH COUNTY OREGON

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

BOARD OF COUNTY COMMISSIONERS		
BEVERLY STEIN •	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, September 22, 1994, at 9:30 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, and approved Order 94-183 in the Matter of an Exemption from Formal Competitive Bid Process to Contract with Selectron, Inc. for Card Key Access System.

A copy of the Order is attached.

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

Deborah C. Bogstad  
Deborah Bogstad  
Office of the Board Clerk  
X 3277

9/27/94

call Lillie ✓

enclosure  
cc: Lillie Walker  
Jim Emerson ✓

"Correction" could be sent out. (see deleted word on ORDER 94-183)  
Shell check of Dubay.

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

In the Matter of an Exemption from Formal )  
Competitive Bid Process to Contract with )  
Selectron, Inc. for Card Key Access System )

ORDER  
94-183

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 (2) and AR 20.030, a request from the DES, Facilities and Property Management Division, for a exemption to contract with Selectron, Inc. The total replacement cost is \$50,716.

It appearing to the Board that the request for exemption, as it appears in the application, is based upon the fact that the Facilities and Property Management Division budgeted the replacement cost of the card key access system in its 1994-95 budget due to problems experienced with the existing system over the past two years. Several weeks ago, the system began a cycle of almost continuous failure with culminated in the loss of the main controller unit. Because of security issues, the Portland Police Department and the Multnomah County Sheriff's office wanted the problem corrected as soon as possible. An informal competitive bid process was expedited with Selectron, Inc. being the lowest responsive, responsible bidder.

It appearing to the Board that this request for an exemption is in accord with the requirements of PCR B Rule AR 20.030 and ORS 279.015 (2) in that it does <sup>not</sup> substantially inhibit competition and is a cost effective alternative procurement process; it is therefore

ORDERED that the alternative procurement process be exempted from the formal competitive bid and the contract be awarded to Selectron, Inc.

Dated this 22nd day of September, 1994.



Laurens Kressel, County Counsel  
for Multnomah County, Oregon  
or Multnomah County, Oregon

By John L. DuBay  
Assistant County Counsel  
John L. DuBay

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

By Beverly Stein  
Beverly Stein, County Chair



# MULTNOMAH COUNTY OREGON

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

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • 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, February 16, 1995**, at 9:30 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, in the Matter of an Exemption to Exceed the 20% Change Order Limitation for the Justice Center Card Key System Installation.

A copy of the application is attached.

For additional information, please contact Multnomah County Purchasing and Central Stores Director Lillie Walker at 248-5111.

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

Deborah L. Bogstad  
Office of the Board Clerk

enclosure

cc: Dave Boyer  
Lillie Walker  
Walter Heil

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

In the Matter of an Exemption to Exceed )  
the 20% change order limitation for the ) APPLICATION  
Justice Center Card Key System Installation)

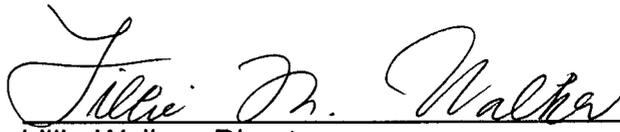
Application to the Public Contract Review Board on behalf of a request from DES, Facilities Property Management Division, is hereby made pursuant to the Board's Administrative Rules AR 10.010, and AR 10.130 adopted under the provisions of ORS 279.015, for an order of exemption to exceed the 20% change order limitation to install the Justice Center Card Key System by Selectron, Inc. The total cost of the change order will be \$12,903.00, a 25% increase to the original price.

This Exemption Request is due to the following facts:

1. The original Exemption Request was for \$50,716.00. Informal proposals were solicited for the purchase.
2. Subsequently during installation and training, further needs were identified by both the City of Portland and the Sheriff's Office. Increased information of the system being installed allowed for purchase of a printer and file server, both of which reduce time spent by employees on paperwork.
3. As a direct result of the escape of an inmate, two doors were added to the original scope of the project.
4. The additional purchase is based on the prices supplied for the original purchase from the vendor installing the system. This purchase does not inhibit competition or encourage favoritism and will increase security and reduce the cost of system operation to the County.

The Facilities Management Division, has budgeted funds to cover the cost of the purchase in the FY 1994-95 budget.

Dated this 12 day of January, 1995.

  
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  
BEVERLY STEIN • 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, February 16, 1995**, at 9:30 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, and approved Order 95-39 in the Matter of an Exemption to Exceed the 20% Change Order Limitation for the Justice Center Card Key System Installation.

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

enclosure

cc: Lillie Walker  
Dave Boyer  
Walter Heil

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

In the Matter of an Exemption to exceed )  
the 20% change order limitation for the ) ORDER  
Justice Center Card Key System Installation ) 95-39

The above entitled matter is before the Board of County Commissioners, acting in its capacity as the Multnomah County Public Contract Review Board, to consider a request from the DES, Facilities Management Division under Multnomah County PCRB Rule AR 10.010 and AR 10.130 to exceed the 20% limitation to the contract with Selectron, Inc. for the Justice Center Card Key Installation.

It appearing to the Board that the recommendation for exemption, as it appears in the application, is based upon the fact that during installation of the card key system, additional equipment was identified to increase productivity and reduce system paperwork. Additionally, due to an escape, the scope of the project was increased to include two doors not originally included in the system.

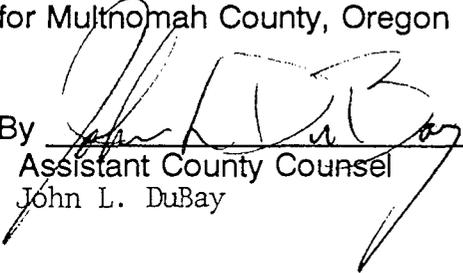
It appearing to the Board that the request for an exemption is in accord with the requirements of the Multnomah County Public Contract Review Board Administrative Rules AR 10.010, and 30.010; it is therefore

**ORDERED** that the exemption to exceed the change order limitation is hereby approved.

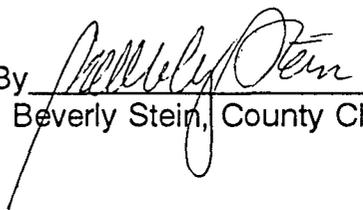
Dated this 16th day of February, 1995.



LAURENCE KRESSEL, County Counsel  
for Multnomah County, Oregon

By   
Assistant County Counsel  
John L. DuBay

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

By   
Beverly Stein, County Chair

MEETING DATE: FEB 16 1995

AGENDA NO: R-5

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: PCRB Exemption for The Purchase of Digital Biometrics Grip Program.

BOARD BRIEFING Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: Thursday, February 9, 1995

Amount of Time Needed: 15 MINUTES

DEPARTMENT: Sheriff DIVISION: Purchasing/Sheriff

CONTACT: Lillie Walker/Bob Barnhart TELEPHONE #: 248-5111/251-2431

BLDG/ROOM #: 421/1st / 313/124

PERSON(S) MAKING PRESENTATION: Lillie Walker

**ACTION REQUESTED:**

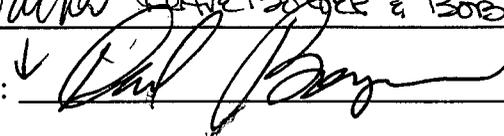
INFORMATIONAL ONLY     POLICY DIRECTION     APPROVAL     OTHER

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Request of Board of County Commissioners, acting as PCRB, for an exemption from the bidding process for Digital Biometrics Grip Program.

2/10/95 Application & notice to PCRB list, Lillie Walker, Dave Boyer & Bob Barnhart

2/10/94 copy of notices ORDER TO PCRB list Lillie Walker, Elected Official: Walker Dave Boyer & Bob Barnhart

OR  
DEPARTMENT MANAGER: 

ULTIMATE COUNTY OREGON  
POSTED - 8 AM 02 97  
COUNTY CLERK

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**  
Any Questions: Call the Office of the Board Clerk 248-3277/248-5222

**BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM BRIEFING  
STAFF REPORT SUPPLEMENT**

TO: BOARD OF COUNTY COMMISSIONERS  
FROM:  LILLIE WALKER, PURCHASING DIRECTOR

TODAY'S DATE: JANUARY 26, 1995

REQUESTED PLACEMENT DATE: FEBRUARY 9, 1995

RE: EXEMPTION REQUEST FROM FORMAL COMPETITIVE BID PROCESS FOR THE MULTNOMAH COUNTY SHERIFF'S OFFICE FOR THE PURCHASE OF THE DIGITAL BIOMETRICS "GRIP" PROGRAM.

I RECOMMENDATION: THE MULTNOMAH COUNTY SHERIFF'S OFFICE REQUESTS A P.C.R.B. EXEMPTION FROM THE COMPETITIVE BIDDING PROCESS TO PURCHASE THE DIGITAL BIOMETRICS "GRIP" PROGRAM.

II. BACKGROUND/ANALYSIS: THIS EXEMPTION REQUEST IS FOR THE PURCHASE OF THE DIGITAL BIOMETRICS "GRIP" PROGRAM, IS A GANG AND NARCOTICS RELATIONAL DATABASE THAT CREATES, MAINTAINS, SEARCHES, SELECTS, AND REPORTS INFORMATION, INCLUDING IMAGES. THE SYSTEM IS NOVELL LOCAL AREA NETWORK COMPATIBLE AND IS CAPABLE OF INTERFACING WITH OTHER DATABASES. FURTHER, AS A PART OF THE "GRIP" PROGRAM, IT WILL CONTAIN THE ABILITY TO FULLY AUTOMATE THE CONCEALED HANDGUN LICENSING UNIT, PRODUCING PVC ID CARDS WITH HOLOGRAPH FOR SECURITY, DIGITAL SIGNATURES, LETTERS, RECEIPTS, SINGLE ENTRY OF DEMOGRAPHICS, AND WILL INTERFACE WITH THE DIGITAL BIOMETRICS "10 PRINTER". THE "GRIP" PROGRAM ALSO HAS APPLICATION FOR THE DETECTIVES UNIT, SPECIAL INVESTIGATIONS UNIT, FLEET MANAGEMENT, PROPERTY CONTROL, AND PERSONNEL FOR IDENTIFICATION CARDS.

CURRENTLY THE CONCEALED HANDGUN UNIT MAINTAINS OVER 12,000 CONCEALED HANDGUN LICENSES VIA PAPER FILES WITH LITTLE AUTOMATION. IT REQUIRES THE SET UP AND OPERATION OF THE PROCESS IN TWO DIFFERENT LOCATIONS, REQUIRING TYPING OF THE LICENSE CARD, WHICH IS THEN SIGNED BY THE APPLICANT, THEN A PICTURE IS TAKEN, THEN PROCESSING OF THE CARD, FINGERPRINTING, AND THEN ENTERING OF LIMITED DEMOGRAPHIC INFORMATION INTO THE COMPUTER.

ALSO THE INTELLIGENCE UNIT HAS NO MEANS OF TRACKING DIFFERENT CRIMINAL ELEMENTS OR SECURITY TO MAINTAIN THOSE FILES.

AT THIS POINT THERE ARE NO OTHER VENDORS THAT ARE CAPABLE OF PROVIDING THE REQUIREMENTS OF THE DIGITAL BIOMETRICS PROPRIETARY "GRIP" PROGRAM, ESPECIALLY THE ABILITY TO INTERFACE WITH THE DIGITAL BIOMETRICS "10 PRINTER". THEREFORE IT WOULD BE ESSENTIAL TO HAVE THE "GRIP" PROGRAM.

THE "GRIP" PROGRAM IS REQUESTED FOR THE FOLLOWING REASONS:

1. FULLY RELATIONAL DATABASE.
  2. PROVIDES SOURCE CODE AND BE USER MODIFIABLE.
  3. PROVIDES SEVEN LEVELS OF SECURITY, WITH CONTROLLED ACCESS AND SHARING.
  4. CAPTURE IN TRUE FORMAT, DISPLAY IN PCX FORMAT.
  5. SOUNDED AND GLOBAL SOUND SEARCH CAPABILITIES.
  6. AVAILABLE UPGRADE PATH TO CLIENT SERVER ARCHITECTURE.
  7. NOVELL LAN COMPATIBLE.
  8. DIGITAL SIGNATURES.
  9. FULL RANGE OF LETTERS, REPORTS, AND RECEIPTS.
  10. DATA IMPORT/EXPORT FUNCTION.
  11. PVC ID CARD OUTPUT WITH HOLOGRAPH FOR SECURITY.
  12. MUST INTERFACE WITH DBI "10 PRINTER".
- III. FINANCIAL IMPACT: THE COST OF THE "GRIP" PROGRAM AND SUPPORTING HARDWARE IS \$70,000. THE ACCOMPANYING MAINTENANCE FOR THE FIRST YEAR IS INCLUDED.
- IF APPROVED, A BUD MOD WILL BE SUBMITTED MOVING MONEY WITHIN THE CONCEALED WEAPONS DEDICATED FUND TO THE APPROPRIATE LINE ITEMS. THERE IS SUFFICIENT REVENUE TO PAY FOR THIS EQUIPMENT. IN ADDITION, IT IS ANTICIPATED THAT SOME OF THE COSTS WILL BE SHARED WITH OTHER UNITS AS THEY COME ONTO THE SYSTEM.
- IV. LEGAL ISSUES: THERE ARE NO LEGAL ISSUES ANTICIPATED.
- V. CONTROVERSIAL ISSUES: N/A
- VI. LINK TO CURRENT COUNTY POLICIES: CURRENT COUNTY POLICIES REQUIRE A COMPETITIVE BID PROCESS FOR THE PURCHASE OF ITEMS EXCEEDING \$2,500.00.
- VII. CITIZEN PARTICIPATION: N/A
- VIII. OTHER GOVERNMENT PARTICIPATION: N/A



# MULTNOMAH COUNTY OREGON

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

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • 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, February 16, 1995**, at 9:30 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, in the Matter of Exempting from Public Bidding the Purchase of Digital Biometrics Grip Program.

A copy of the application is attached.

For additional information, please contact Multnomah County Purchasing and Central Stores Director Lillie Walker at 248-5111.

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

Deborah L. Bogstad  
Office of the Board Clerk

enclosure

cc: Dave Boyer  
Lillie Walker  
Bob Barnhart

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

In the Matter of Exempting From    )  
Public Bidding the purchase of    )  A P P L I C A T I O N  
Digital Biometrics Grip Program    )

Application to the Public Contract Review Board on behalf of a request from the Multnomah County Sheriff's Office is hereby made pursuant to the Board's Administrative Rule AR 10.140 and adopted under the provisions of ORS 279.015 for an order of exemption from the bidding process for the purchase of Digital Biometrics Grip Program, a gang and narcotics relational data base that functions with the Digital Biometrics "10 Printer" electronic finger printing machine.

This Exemption Request is supported by the following facts:

1. The attached memorandum from the Sheriff's Office requests a PCRB exemption from the competitive bidding process to purchase the Digital Biometrics Grip Program.
2. The cost to the County is \$70,000 with maintenance included.
3. Competitive bidding for this item is not feasible because there are no other vendors that can provide all the needed proprietary programs that are included in the Grip Program and no other vendors that can provide compatibility with the Digital Biometrics 10 Printer electronic finger printing machine currently being purchased by the Sheriff's Office.
4. This is a proprietary purchase that must be made in conjunction with the purchase of the "10 Printer" to be compatible.
5. This is onetime exemption for the equipment and software and an ongoing exemption for upgrades and maintenance.
6. The Purchasing, Contracts and Central Stores Section has reviewed the information provided by the Sheriff's Office and found that it is compatible with proper purchasing procedures.
7. The Purchasing Section recommends approval of the requested exemption.

Dated this 26th day of January, 1995.



Lillie Walker, Director  
Purchasing, Contracts, and Central Stores

Attachments



# Multnomah County Sheriff's Office

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

JOHN BUNNELL  
SHERIFF

(503) 255-3600

## MEMORANDUM

TO: LILLIE WALKER, PURCHASING DIRECTOR

FROM: JOHN BUNNELL, SHERIFF 

DATE: JANUARY 19, 1995

REQUESTED PLACEMENT DATE: FEBRUARY 2, 1995

RE: EXEMPTION REQUEST FROM FORMAL COMPETITIVE BID PROCESS FOR THE MULTNOMAH COUNTY SHERIFF'S OFFICE FOR THE PURCHASE OF THE DIGITAL BIOMETRICS "GRIP" PROGRAM.

I. RECOMMENDATION: THE MULTNOMAH COUNTY SHERIFF'S OFFICE REQUESTS A P.C.R.B. EXEMPTION FROM THE COMPETITIVE BIDDING PROCESS TO PURCHASE THE DIGITAL BIOMETRICS "GRIP" PROGRAM.

II. BACKGROUND/ANALYSIS: THIS EXEMPTION REQUEST IS FOR THE PURCHASE OF THE DIGITAL BIOMETRICS "GRIP" PROGRAM, IS A GANG AND NARCOTICS RELATIONAL DATABASE THAT CREATES, MAINTAINS, SEARCHES, SELECTS, AND REPORTS INFORMATION, INCLUDING IMAGES. THE SYSTEM IS NOVELL LOCAL AREA NETWORK COMPATIBLE AND IS CAPABLE OF INTERFACING WITH OTHER DATABASES. FURTHER, AS A PART OF THE "GRIP" PROGRAM, IT WILL CONTAIN THE ABILITY TO FULLY AUTOMATE THE CONCEALED HANDGUN LICENSING UNIT, PRODUCING PVC ID CARDS WITH HOLOGRAPH FOR SECURITY, DIGITAL SIGNATURES, LETTERS, RECEIPTS, SINGLE ENTRY OF DEMOGRAPHICS, AND WILL INTERFACE WITH THE DIGITAL BIOMETRICS "10 PRINTER". THE "GRIP" PROGRAM ALSO HAS APPLICATION FOR THE DETECTIVES UNIT, SPECIAL INVESTIGATIONS UNIT, FLEET MANAGEMENT, PROPERTY CONTROL, AND PERSONNEL FOR IDENTIFICATION CARDS.

CURRENTLY THE CONCEALED HANDGUN UNIT MAINTAINS OVER 12,000 CONCEALED HANDGUN LICENSES VIA PAPER FILES WITH LITTLE AUTOMATION. IT REQUIRES THE SET UP AND OPERATION OF THE PROCESS IN TWO DIFFERENT LOCATIONS, REQUIRING TYPING OF THE LICENSE CARD, WHICH IS THEN SIGNED

PURCHASE SECTION

95 JAN 19 PM 4:09

MULTNOMAH COUNTY

BY THE APPLICANT, THEN A PICTURE IS TAKEN, THEN PROCESSING OF THE CARD, FINGERPRINTING, AND THEN ENTERING OF LIMITED DEMOGRAPHIC INFORMATION INTO THE COMPUTER.

ALSO THE INTELLIGENCE UNIT HAS NO MEANS OF TRACKING DIFFERENT CRIMINAL ELEMENTS OR SECURITY TO MAINTAIN THOSE FILES.

AT THIS POINT THERE ARE NO OTHER VENDORS THAT ARE CAPABLE OF PROVIDING THE REQUIREMENTS OF THE "GRIP" PROGRAM, ESPECIALLY THE ABILITY TO INTERFACE WITH THE DIGITAL BIOMETRICS "10 PRINTER". THEREFORE IT WOULD BE ESSENTIAL TO HAVE THE "GRIP" PROGRAM.

THE "GRIP" PROGRAM IS REQUESTED FOR THE FOLLOWING REASONS:

1. FULLY RELATIONAL DATABASE.
2. PROVIDES SOURCE CODE AND BE USER MODIFIABLE.
3. PROVIDES SEVEN LEVELS OF SECURITY, WITH CONTROLLED ACCESS AND SHARING.
4. CAPTURE IN TRUE FORMAT, DISPLAY IN PCX FORMAT.
5. SOUNDEX AND GLOBAL SOUND SEARCH CAPABILITIES.
6. AVAILABLE UPGRADE PATH TO CLIENT SERVER ARCHITECTURE.
7. NOVELL LAN COMPATIBLE.
8. DIGITAL SIGNATURES.
9. FULL RANGE OF LETTERS, REPORTS, AND RECEIPTS.
10. DATA IMPORT/EXPORT FUNCTION.
11. PVC ID CARD OUTPUT WITH HOLOGRAPH FOR SECURITY.
12. MUST INTERFACE WITH DBI "10 PRINTER".

III. FINANCIAL IMPACT: THE COST OF THE "GRIP" PROGRAM AND SUPPORTING HARDWARE IS \$70,000. THE ACCOMPANYING MAINTENANCE FOR THE FIRST YEAR IS INCLUDED.

IF APPROVED, A BUD MOD WILL BE SUBMITTED MOVING MONEY WITHIN THE

CONCEALED WEAPONS DEDICATED FUND TO THE APPROPRIATE LINE ITEMS. THERE IS SUFFICIENT REVENUE TO PAY FOR THIS EQUIPMENT. IN ADDITION, IT IS ANTICIPATED THAT SOME OF THE COSTS WILL BE SHARED WITH OTHER UNITS AS THEY COME ONTO THE SYSTEM.

IV. LEGAL ISSUES: THERE ARE NO LEGAL ISSUES ANTICIPATED.

V. CONTROVERSIAL ISSUES: N/A

VI. LINK TO CURRENT COUNTY POLICIES: CURRENT COUNTY POLICIES REQUIRE A COMPETITIVE BID PROCESS FOR THE PURCHASE OF COMPUTER EQUIPMENT THAT EXCEEDS \$1,000.00.

VII. CITIZEN PARTICIPATION: N/A

VIII. OTHER GOVERNMENT PARTICIPATION: N/A



# MULTNOMAH COUNTY OREGON

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

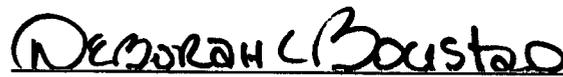
BOARD OF COUNTY COMMISSIONERS  
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CLERK'S OFFICE • 248-3277 • 248-5222

## NOTICE OF APPROVAL

The Multnomah County Board of Commissioners, sitting as the Public Contract Review Board, considered an application on **Thursday, February 16, 1995**, at 9:30 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, and approved Order 95-40 in the Matter of Exempting from Public Bidding the Purchase of Digital Biometrics Grip Program.

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

enclosure

cc: Lillie Walker  
Dave Boyer  
Bob Barnhart

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

In the Matter of Exempting from )  
Public Bidding the purchase of ) ORDER  
Digital Biometrics Grip Program ) 95-40

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(3) (A) through (5) (B) and PCRB Rule 10.140, an exemption for the Multnomah County Sheriff's Office to purchase a Digital Biometrics Grip Program, a gang and narcotics relational database and equipment used in conjunction with the Digital Biometrics "10 printer" electronic finger printing machine being purchased used for law enforcement purposes. The cost of the program and equipment including the first year of maintenance is \$70,000.

It appearing to the Board that the request for exemption, as it appears in the order, is based upon the fact that it is needed to meet the County's increasing need for intelligence gathering database and concealed weapons permits automation and is the only program and equipment available that will function with the "10 printer".

It appearing to the Board that MCSO's application for exemption complies with the provisions of ORS 279.015 and PCRB AR 10.140; it is now therefore:

**ORDERED**, that the purchase of the Digital Biometrics "Grip" Program be exempted from the formal competitive bid process.

Dated this 16th day of February, 1995.



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

By Beverly Stein  
Beverly Stein, County Chair

LAURENCE KRESSEL, County Counsel  
for Multnomah County, Oregon

By John L. DuBay  
Assistant County Counsel  
John L. DuBay

MEETING DATE: FEB 16 1995

AGENDA NO: R-6

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: PCRB Exemption for The Purchase of Electronic Fingerprinting Machine.

BOARD BRIEFING Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: Thursday, February 2, 1995

Amount of Time Needed: 15 MINUTES

DEPARTMENT: Sheriff DIVISION: Purchasing/Sheriff

CONTACT: Lillie Walker/Bob Barnhart TELEPHONE #: 248-5111/251-2431

BLDG/ROOM #: 421/1st / 313/124

PERSON(S) MAKING PRESENTATION: Lillie Walker

**ACTION REQUESTED:**

INFORMATIONAL ONLY     POLICY DIRECTION     APPROVAL

BOARD OF COUNTY COMMISSIONERS  
1995 FEB 8 AM 10:37  
MULTNOMAH COUNTY OREGON

SUMMARY (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Request of Board of County Commissioners, acting as PCRB, for an exemption from the bidding process for Electronic Fingerprinting Machine.  
2/10/95 NOTICE & APPLICATION to PCRB list, LILLIE WALKER, DAVE BOYER & BOB BARNHART

**SIGNATURE REQUIRED:**

2/16/94 NOTICE & ORDER to PCRB list, LILLIE WALKER, DAVE BOYER & BOB BARNHART  
ELECTED OFFICIAL: \_\_\_\_\_

OR  
DEPARTMENT MANAGER: *L Walker* *D Boyer*

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**  
Any Questions: Call the Office of the Board Clerk 248-3277/248-5222

**BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM BRIEFING  
STAFF REPORT SUPPLEMENT**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: Lillie Walker, Purchasing Director

TODAY'S DATE: January 11, 1995

REQUESTED PLACEMENT DATE: February 2, 1995

RE: Exemption request from formal competitive bid process for the Multnomah County Sheriff's Office for the purchase of the Digital Biometrics "10 Printer" Fingerprint Machine.

I. RECOMMENDATION: The Multnomah County Sheriff's Office requests a PCRB Exemption from the competitive bidding process to purchase the Digital Biometrics "10 Printer".

II. Background/Analysis: This exemption request is for the purchase of the Digital Biometrics "10 Printer", which is an automated live scan fingerprinting machine that provides an effective way of capturing a persons fingerprints without the use of ink and provides unique qualities that are essential to our operation. Currently, the Concealed Handgun Unit is using the Ink Roll Method of obtaining fingerprints for applicants, which are then mailed to Oregon State Police for processing. Currently, the Concealed Handgun Unit fingerprints + or - 3000 applicants annually and expects + or - 2500 additional applicants due to pending contracts with Children Services Division (adoptive and foster parents) and the U.S. Postal Service.

The DBI "10 Printer" has several units in place in the country, two of which are LA County Sheriff's Office which has over 100 and Chicago Police Department, which has over 20 networked and tied to AFIS. Currently in Oregon, Clackamas County Sheriff's Office and Deschutes County have "10 Printer" with the future plans being that we will develop an interface with the Oregon State Police in Salem and AFIS. This will allow transmittal of Fingerprints over phone lines and will allow for almost immediate verification of identification.

At this point there are no other vendors that are capable of compatibility with DBT "10 Printer" therefore it would be essential to have the "10 Printer". Further, DBI can provide the interface for demographic information to and from our new data base.

Therefore, the "10 Printer" is requested for the following reasons:

1. Continuous real-time image preview  
This allows the operator to preview each print. Based upon immediate feedback, the operator can reject and re-roll any unacceptable prints before they are printed. This will save the Concealed Weapons Unit time in fingerprinting their many applicants.

2. Full side-to-side and tip-to-crease coverage

This will assist latent examiners when only a portion of a latent fingerprint is available.

3. AFIS Interface

The TENPRINTER interfaces with all major AFIS systems and has a proven track record of stable performance and quality AFIS-based identifications. Currently, the Oregon State Police uses a AFIS system to identify all prints sent to them from the Concealed Weapons permits.

4. Networking

The TENPRINTER system is capable of transmitting fingerprints to other sites. It features a multi-tasking UNIX operating system, and can be networked through Ethernet with TCP/IP standard. Currently, Clackamas County and Deschutes County use the TENPRINTER system.

5. Printing

The TENPRINTER system's Image Printer Stations provide single - or double-sided printing. It is possible to print gray-scale (16 shades of gray), compact-gray (a composite of binary and gray-scale technology), or both types of fingerprint images from the same printer with a resolution of 500 dpi. In addition, once a subject is fingerprinted, cards can be printed in as many formats and quantities as necessary.

6. FBI Approval

The TENPRINTER system's cards are fully approved for submission and retention by the Federal Bureau of Investigation (FBI).

7. Security

Once a fingerprint image has been captured, it cannot be modified. The system also has a security system to prevent unauthorized access.

III. Financial Impact:

The cost of the "10 Printer" Stand Alone System is \$47,850.00. The accompanying maintenance package is \$305.00 per month.

If approved, a Bud Mod will be submitted moving money within the Concealed Weapons dedicated fund to the appropriate line items. There is sufficient revenue to pay for this equipment. In addition, it is anticipated that contracts with the Postal Service and CSD will raise about \$25,000 in new revenue.

IV. Legal Issues:

There are no legal issues anticipated.

V. Controversial Issues:

N/A

VI. Link to Current County Policies:

Current County policies require a competitive process for the purchase of computer equipment that exceed \$2,500.00.

VII. Citizen Participation:

N/A

VIII. Other Government Participation:

N/A



# MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK  
SUITE 1510, PORTLAND BUILDING  
1120 S.W. FIFTH AVENUE  
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## NOTICE OF HEARING

The Multnomah County Board of Commissioners, sitting as the Public Contract Review Board, will consider an application on **Thursday, February 16, 1995**, at 9:30 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, in the Matter of Exempting from Public Bidding the Purchase of Electronic Fingerprinting Machine.

A copy of the application is attached.

For additional information, please contact Multnomah County Purchasing and Central Stores Director Lillie Walker at 248-5111.

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

  
Deborah L. Bogstad  
Office of the Board Clerk

enclosure

cc: Dave Boyer  
Lillie Walker  
Bob Barnhart

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

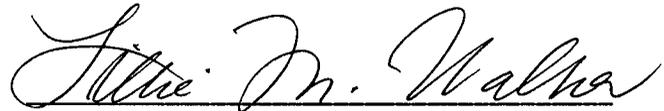
In the Matter of Exempting From     )  
Public Bidding the purchase of     )   A P P L I C A T I O N  
Electronic Fingerprinting Machine   )

Application to the Public Contract Review Board on behalf of a request from the Multnomah County Sheriff's Office is hereby made pursuant to the Board's Administrative Rule AR 10.140 and adopted under the provisions of ORS 279.015 for an order of exemption from the bidding process for the purchase of an Electronic Fingerprinting Machine.

This Exemption Request is supported by the following facts:

1. The attached memorandum from the Sheriff's Office requests a PCRFB exemption from the competitive bidding process to purchase a Digital Biometrics 10 Printer.
2. The cost to the County is \$47,850 with maintenance costs of \$3,660 per year.
3. Competitive bidding for this item is not feasible because there are no other vendors that can provide compatibility with other law enforcement units.
4. This is onetime exemption.
5. The Purchasing, Contracts and Central Stores Section has reviewed the information provided by the Sheriff's Office and found that it is compatible with proper purchasing procedures.
6. The Purchasing Section recommends approval of the requested exemption.

Dated this 12<sup>th</sup> day of January, 1995.



Lillie Walker, Director  
Purchasing, Contracts, and Central Stores

Attachments



# Multnomah County Sheriff's Office

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

BOB SKIPPER  
SHERIFF

(503) 255-3600

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TO: ROGER BRUNO,  
Multnomah County Purchasing

FROM: LARRY AAB  
Fiscal Manager *Larry AAB*

DATE: DECEMBER 9, 1994

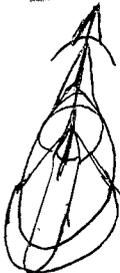
SUBJECT: EXEMPTION FOR "TEN PRINTER" FINGERPRINT SYSTEM

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Please find attached a set of documents for Board approval of a "Ten Printer" live scan fingerprint system. I believe that these documents will meet your needs for presentation to the Board. If there is anything else we can provide for you, please contact Sgt. Bob Barnhart at 251-2431, or me at 251-2489.

Thank you for your assistance in this matter.

RECEIVED  
PURCHASING SECTION  
94 DEC 14 PM 12:55  
MULTNOMAH COUNTY



BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM BRIEFING  
STAFF REPORT SUPPLEMENT

---

TO: BOARD OF COUNTY COMMISSIONERS

FROM: LILLIE WALKER, PURCHASING DIRECTOR

TODAY'S DATE: December 9, 1994

REQUESTED PLACEMENT DATE: DECEMBER 1994

RE: EXEMPTION REQUEST FROM FORMAL COMPETITIVE BID PROCESS FOR THE MULTNOMAH COUNTY SHERIFFS OFFICE FOR THE PURCHASE OF THE DIGITAL BIOMETRICS "10 PRINTER" FINGERPRINT MACHINE.

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- I. **RECOMMENDATION:** THE MULTNOMAH COUNTY SHERIFFS OFFICE REQUESTS A P.C.R.B. EXEMPTION FROM THE COMPETITIVE BIDDING PROCESS TO PURCHASE THE DIGITAL BIOMETRICS "10 PRINTER".
  
- II. **BACKGROUND/ANALYSIS:** THIS EXEMPTION REQUEST IS FOR THE PURCHASE OF THE DIGITAL BIOMETRICS "10 PRINTER", WHICH IS AN AUTOMATED LIVE SCAN FINGERPRINTING MACHINE THAT PROVIDES AN EFFECTIVE WAY OF CAPTURING A PERSONS FINGERPRINTS WITHOUT THE USE OF INK AND PROVIDES UNIQUE QUALITIES THAT ARE ESSENTIAL TO OUR OPERATION. CURRENTLY, THE CONCEALED HANDGUN UNIT IS USING THE INK ROLL METHOD OF OBTAINING FINGERPRINTS FOR APPLICANTS, WHICH ARE THEN MAILED TO THE OREGON STATE POLICE FOR PROCESSING. CURRENTLY, THE CONCEALED HANDGUN UNIT FINGERPRINTS + OR - 3000 APPLICANTS ANNUALLY AND EXPECTS +OR- 2500 ADDITIONAL APPLICANTS DUE TO PENDING CONTRACTS WITH CHILDREN SERVICES DIVISION (ADOPTIVE AND FOSTER PARENTS) AND THE U.S. POSTAL SERVICE.

THE DBI "10 PRINTER" HAS SEVERAL UNITS IN PLACE IN THE COUNTRY, TWO OF WHICH ARE LA COUNTY SHERIFF'S OFFICE WHICH HAS OVER 100 AND CHICAGO POLICE DEPARTMENT, WHICH HAS OVER 20 NETWORKED AND TIED TO AFIS. CURRENTLY IN OREGON, CLACKAMAS COUNTY SHERIFF'S OFFICE AND DESCHUTES COUNTY HAVE "10 PRINTER" WITH THE FUTURE PLANS BEING THAT WE WILL DEVELOP AN INTERFACE WITH THE OREGON STATE POLICE IN SALEM AND AFIS. THIS WILL ALLOW TRANSMITTAL OF FINGERPRINTS OVER PHONE LINES AND WILL ALLOW FOR ALMOST IMMEDIATE VERIFICATION OF IDENTIFICATION.

AT THIS POINT THERE ARE NO OTHER VENDORS THAT ARE CAPABLE OF

COMPATIBILITY WITH DBT "10 PRINTER" THEREFORE IT WOULD BE ESSENTIAL TO HAVE THE "10 PRINTER". FURTHER, DBI CAN PROVIDE THE INTERFACE FOR DEMOGRAPHIC INFORMATION TO AND FROM OUR NEW DATA BASE.

THEREFORE, THE "10 PRINTER" IS REQUESTED FOR THE FOLLOWING REASONS:

1. Continuous real-time image preview  
This allows the operator to preview each print. Based upon immediate feedback, the operator can reject and re-roll any unacceptable prints before they are printed. This will save the Concealed Weapons Unit time in fingerprinting their many applicants.
2. Full side-to-side and tip-to-crease coverage  
This will assist latent examiners when only a portion of a latent fingerprint is available.
3. AFIS Interface  
The TENPRINTER interfaces with all major AFIS systems and has a proven track record of stable performance and quality AFIS-based identifications. Currently, the Oregon State Police uses a AFIS system to identify all prints sent to them from the Concealed Weapons permits.
4. Networking  
The TENPRINTER system is capable of transmitting fingerprints to other sites. It features a multi-tasking UNIX operating system, and can be networked through Ethernet with TCP/IP standard. Currently, Clackamas County and Deschutes County use the TENPRINTER system.
5. Printing  
The TENPRINTER system's Image Printer Stations provide single- or double-sided printing. It is possible to print gray-scale (16 shades of gray), compact-gray (a composite of binary and gray-scale technology), or both types of fingerprint images from the same printer with a resolution of 500 dpi. In addition, once a subject is fingerprinted, cards can be printed in as many formats and quantities as necessary.
6. FBI Approval  
The TENPRINTER system's cards are fully approved for

submission and retention by the Federal Bureau of Investigation (FBI).

7. Security

Once a fingerprint image has been captured, it cannot be modified. The system also has a security system to prevent unauthorized access.

III. Financial Impact: THE COST OF THE "10 PRINTER" STAND ALONE SYSTEM IS \$47,850.00. THE ACCOMPANYING MAINTENANCE PACKAGE IS \$305.00 PER MONTH.

If approved, a Bud Mod will be submitted moving money within the Concealed Weapons dedicated fund to the appropriate line items. There is sufficient revenue to pay for this equipment. In addition, it is anticipated that contracts with the Postal Service and CSD will raise about \$25,000 in new revenue.

IV. Legal Issues: THERE ARE NO LEGAL ISSUES ANTICIPATED.

V. Controversial Issues: N/A

VI. Link to Current County Policies: CURRENT COUNTY POLICIES REQUIRE A COMPETITIVE PROCESS FOR THE PURCHASE OF COMPUTER EQUIPMENT THAT EXCEED \$1,000.00.

VII. Citizen Participation: N/A

VIII. Other Government Participation: N/A

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

4 In the Matter of Exempting From            )  
5 Public Bidding the Purchase of            )       ORDER  
6 Electronic Fingerprinting Machine        )

7 The above entitled matter is before the Board of County  
8 Commissioners, acting in its capacity as the Multnomah County  
9 Contract Review Board, to review, pursuant to ORS 279.015(3)(A)  
10 through 279.015(5)(B) and PCRB Rule 10.140, an exemption for the  
11 Multnomah County Sheriff's Office to purchase a Digital  
12 Biometrics "10 Printer," an electronic fingerprinting machine  
13 used for law enforcement purposes. The cost of the system is  
14 \$47,850 with maintenance costs of \$305 per month.

15 It appearing to the Board that the request for exemption, as it  
16 appears in the order, is based upon the fact that it is needed to  
17 meet the County's increasing need for efficient and accurate  
18 fingerprinting of persons required to be fingerprinted by law.

19 It appearing to the Board that MCSO's application for exemption  
20 complies with the provisions of ORS 279.015 and PCRB AR 10.140;  
21 it is now therefore:

22 ORDERED, that the purchase of the Digital Biometrics "10 Printer"  
23 be exempted from the formal competitive bid process.

24                   DATED this \_\_\_\_\_ day of \_\_\_\_\_, 199\_\_\_\_.

25 REVIEWED:                                   BOARD OF COUNTY COMMISSIONERS  
26   FOR MULTNOMAH COUNTY, OREGON  
27   ACTING AS THE PUBLIC CONTRACT  
28   REVIEW BOARD:

By \_\_\_\_\_  
Beverly Stein, County Chair

LAURENCE KRESSEL, County Counsel  
for Multnomah County, Oregon

By \_\_\_\_\_

PURCHASING SECTION

94 DEC 14 PM 12:55

MULTNOMAH COUNTY



# MULTNOMAH COUNTY OREGON

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

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • 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, February 16, 1995**, at 9:30 a.m. in Room 602 of the Multnomah County Courthouse, 1021 SW Fourth, Portland, Oregon, and approved Order 95-41 in the Matter of Exempting from Public Bidding the Purchase of Electronic Fingerprinting Machine.

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

enclosure

cc: Lillie Walker  
Dave Boyer  
Bob Barnhart

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

In the Matter of Exempting from )  
Public Bidding the purchase of ) O R D E R  
Electronic Fingerprinting Machine ) 95-41

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(3) (A) through (5) (B) and PCRB Rule 10.140, an exemption for the Multnomah County Sheriff's Office to purchase a Digital Biometrics "10 Printer", an electronic fingerprinting machine used for law enforcement purposes. The cost of the system is \$47,850 with maintenance costs of \$305 per month.

It appearing to the Board that the request for exemption, as it appears in the order, is based upon the fact that it is needed to meet the County's increasing need for efficient and accurate fingerprinting of persons required to be fingerprinted by law.

It appearing to the Board that MCSO's application for exemption complies with the provisions of ORS 279.015 and PCRB AR 10.140; it is now therefore:

**ORDERED**, that the purchase of the Digital Biometrics "10 Printer" be exempted from the formal competitive bid process.

Dated this 16th day of February, 1995.



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

By Beverly Stein  
Beverly Stein, County Chair

LAURENCE KRESSEL, County Counsel  
for Multnomah County, Oregon

By John L. DuBay  
Assistant County Counsel  
John L. DuBay