



Multnomah County Oregon

# Board of Commissioners & Agenda

connecting citizens with information and services

## BOARD OF COMMISSIONERS

### Diane Linn, Chair

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-3308 FAX (503) 988-3093

Email: [mult.chair@co.multnomah.or.us](mailto:mult.chair@co.multnomah.or.us)

### Maria Rojo de Steffey, Commission Dist. 1

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5220 FAX (503) 988-5440

Email: [district1@co.multnomah.or.us](mailto:district1@co.multnomah.or.us)

### Serena Cruz, Commission Dist. 2

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5219 FAX (503) 988-5440

Email: [serena@co.multnomah.or.us](mailto:serena@co.multnomah.or.us)

### Lisa Naito, Commission Dist. 3

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5217 FAX (503) 988-5262

Email: [district3@co.multnomah.or.us](mailto:district3@co.multnomah.or.us)

### Lonnie Roberts, Commission Dist. 4

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5213 FAX (503) 988-5262

Email: [lonnie.j.roberts@co.multnomah.or.us](mailto:lonnie.j.roberts@co.multnomah.or.us)

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## JANUARY 18, 19 & 20, 2005 BOARD MEETINGS

### FASTLOOK AGENDA ITEMS OF INTEREST

Pg 2	9:30 a.m. Tuesday PAO Legislative Update
Pg 2	10:00 a.m. and 1:00 p.m. Tuesday Budget Work Sessions
Pg 3	2:00 p.m. Wednesday Joint Board Meeting
Pg 3	9:30 a.m. Thursday Health Department Briefing on Grant Funded Website
Pg 4	9:45 a.m. Thursday Proclaiming January 20, 2005 Election Worker Day
Pg 4	10:00 a.m. Thursday Resolution Requiring County Contractors to Remain Neutral in any Campaign to Organize Employees
Pg 5	10:45 a.m. Thursday Facilities Briefing on Disposition Strategy and Capital
Pg 5	11:30 a.m. Thursday If Needed Executive Session

Thursday meetings of the Multnomah County Board of Commissioners are cable-cast live and taped and may be seen by Cable subscribers in Multnomah County at the following times:

Thursday, 9:30 AM, (LIVE) Channel 30

Friday, 11:00 PM, Channel 30

Saturday, 10:00 AM, Channel 30

Sunday, 11:00 AM, Channel 30

Produced through Multnomah Community Television

(503) 491-7636, ext. 333 for further info

or: <http://www.mctv.org>

Tuesday, January 18, 2005 - 9:30 AM  
Multnomah Building, Sixth Floor Commissioners Conference Room 635  
501 SE Hawthorne Boulevard, Portland

## **BOARD BRIEFING**

B-1 Public Affairs Office Briefing on Activities of the State of Oregon 73rd Legislative Assembly. Presented by Gina Mattioda and Stephanie Soden. 15-30 MINUTES REQUESTED.

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Tuesday, January 18, 2005 - 10:00 AM  
**(OR IMMEDIATELY FOLLOWING BOARD BRIEFING)**  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **BUDGET WORK SESSION**

WS-1 Board Work Session: Affirm Results Maps, Strategies, and Indicators for FY 2006 Priority-based Budget Process. Presented by Karyne Dargan, Dave Boyer and Invited Others. 2 HOURS REQUESTED.

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Tuesday, January 18, 2005 - 1:00 PM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **BUDGET WORK SESSION**

WS-2 Board Work Session: Affirm Step 2 Priorities, Results Maps, Strategies and Indicators. Outcome Teams Present Work to Board. 3.5 HOURS REQUESTED.

Wednesday, January 19, 2005 - 2:00 PM  
Columbia County Courthouse, Room 331  
230 Strand Street, St. Helens

## **JOINT MEETING**

JM-1 The Multnomah County Board of Commissioners will meet jointly with the Clatsop, Columbia, Tillamook and Washington County Boards of Commissioners for the purpose of a public process and Board appointment to fill a vacancy in the Legislative Assembly, Oregon State Senate District 16 from Democratic Precinct Committee approved candidates. The Multnomah County Board of Commissioners will participate in this meeting via speakerphone from the Multnomah Building, Sixth Floor Commissioners Conference Room 635, 501 SE Hawthorne, Portland. This is a public meeting. The action of the Multnomah County Board will be ratified at its Regular Board meeting on January 20, 2005.

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Thursday, January 20, 2005 - 9:30 AM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **REGULAR MEETING**

### **CONSENT CALENDAR - 9:30 AM**

### **DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES**

C-1 RESOLUTION Authorizing the Private Sale of a Tax Foreclosed Property to  
ANDREAS TSOUMAS

### **NON-DEPARTMENTAL**

C-2 RESOLUTION Filling a Vacancy in the Legislative Assembly, Oregon State  
Senate District 16 [Ratification of Board Action Following January 19, 2005  
Joint Meeting]

### **REGULAR AGENDA - 9:30 AM**

### **PUBLIC COMMENT - 9:30 AM**

Opportunity for Public Comment on non-agenda matters. Testimony is limited to three minutes per person. Fill out a speaker form available in the Boardroom and turn it into the Board Clerk.

**DEPARTMENT OF HEALTH - 9:30 AM**

- R-1 **9:30 am TIME CERTAIN:** Health Department Briefing on School-Based Health Center Program's New Website for Teens. Presented by Lillian Shirley, Alice Abrams, and Invited Guest. 15 MINUTES REQUESTED.

**DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES – 9:45 AM**

- R-2 **9:45 am TIME CERTAIN:** PROCLAMATION Proclaiming January 20, 2005 Election Worker Day in Recognition of the Outstanding Work of Regular and Hundreds of Temporary County Employees, as Well as Private Businesses. Presented by Cecilia Johnson and John Kauffman. 15 MINUTES REQUESTED.

**NON-DEPARTMENTAL - 10:00 AM**

- R-3 RESOLUTION Establishing a Multnomah County Guidance Team and Confirming the Members of the Guidance Team to Assure the Integrity and Credibility of Multnomah County's Priority-Based Budget Process for Fiscal Year 2005
- R-4 RESOLUTION Requiring All County Contractors to Remain Neutral in any Campaign to Organize Employees into Union Shops and Bargain Collectively

**DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES – 10:15 AM**

- R-5 RESOLUTION Approving a Lease of Real Property from Unico Properties, Inc. for Property Located at 421 SW Oak Street, Portland, Oregon
- R-6 RESOLUTION Approving First Amendment to a Real Property Lease and Purchase Option Agreement with the Housing Authority of Portland at the Peninsula Building, Located at 7220 North Lombard Street, Portland, Oregon
- R-7 RESOLUTION Approving a First Amendment to a Real Property Sublease to the Housing Authority of Portland at the Blanchard Educational Service Center Located at 401 North Dixon Street, Portland, Oregon
- R-8 RESOLUTION Approving an Agreement to Lease Real Property to the City of Portland at the Portland Building, Located at 1120 SW Fifth Avenue, Portland, Oregon

R-9 Reallocation of Facilities Capital Project Funds FPM-04, Multnomah County Disposition Plan One Time Cost Funding

R-10 Facilities and Property Management Mid-Year Briefing on Disposition Strategy and Capital. Presented by Doug Butler. 45 MINUTES REQUESTED.

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Thursday, January 20, 2005 - 11:30 AM  
**(OR IMMEDIATELY FOLLOWING REGULAR MEETING)**  
Multnomah Building, First Floor Commissioners Conference Room 112  
501 SE Hawthorne Boulevard, Portland

**IF NEEDED EXECUTIVE SESSION**

E-1 The Multnomah County Board of Commissioners Will Meet in Executive Session Pursuant to ORS 192.660(2)(h). Only Representatives of the News Media and Designated Staff are allowed to Attend. Representatives of the News Media and All Other Attendees are Specifically Directed Not to Disclose Information that is the Subject of the Executive Session. No Final Decision will be made in the Executive Session. Presented by Agnes Sowle. 15-30 MINUTES REQUESTED.



## MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS  
501 S.E. HAWTHORNE BLVD., Room 600  
PORTLAND, OREGON 97204  
(503) 988-5217

LISA NAITO • DISTRICT 3 COMMISSIONER

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# MEMORANDUM

TO: Chair Diane Linn  
Commissioner Maria Rojo de Steffey  
Commissioner Serena Cruz  
Commissioner Lonnie Roberts  
Board Clerk Deb Bogstad

FROM: Carol Wessinger  
Staff to Commissioner Lisa Naito

DATE: January 11, 2005

RE: Commissioner Naito unable to attend January 20, 2005 Board Meeting but will participate by phone.

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Commissioner Lisa Naito will be attending the NACO Justice & Public Safety Steering Committee meeting in Las Vegas, Nevada.

Thank You.



**Maria Rojo de Steffey**  
**Multnomah County Commissioner, District 1**

Suite 600, Multnomah Building  
501 SE Hawthorne Boulevard  
Portland, Oregon 97214

Phone: (503) 988-5220  
FAX: (503) 988-5440  
Email: [district1@co.multnomah.or.us](mailto:district1@co.multnomah.or.us)

**MEMORANDUM**

**TO:** Chair Diane Linn  
Commissioner Serena Cruz  
Commissioner Lisa Naito  
Commissioner Lonnie Roberts  
Clerk of the Board Deb Bogstad

**FROM:** Laura Baum - Staff Assistant to Commissioner Maria Rojo de Steffey

**DATE:** January 20, 2005

**RE:** Meeting Excuse

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Commissioner Maria Rojo de Steffey needs to be excused from the Board Meeting and Executive Session on Thursday, 1/20/05, due to illness.



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST**

**Board Clerk Use Only**

Meeting Date: 01/20/05  
 Agenda Item #: C-1  
 Est. Start Time: 9:30 AM  
 Date Submitted: 12/24/04

**BUDGET MODIFICATION:**

**Agenda Title: RESOLUTION Authorizing the Private Sale of a Tax Foreclosed Property to ANDREAS TSOUMAS**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date Requested:</b>	<u>January 20, 2005</u>	<b>Time Requested:</b>	<u>Consent Item</u>
<b>Department:</b>	<u>Business and Community Services</u>	<b>Division:</b>	<u>Tax Title</u>
<b>Contact(s):</b>	<u>Gary Thomas</u>		
<b>Phone:</b>	<u>503-988-3590</u>	<b>Ext.</b>	<u>22591</u>
		<b>I/O Address:</b>	<u>503/4/TT</u>
<b>Presenter(s):</b>	<u>Gary Thomas</u>		

**General Information**

**1. What action are you requesting from the Board?**

The Tax Title Section is requesting the Board to approve the private sale of a tax foreclosed property to ANDREAS TSOUMAS.

**2. Please provide sufficient background information for the Board and the public to understand this issue.**

The subject property is a vacant strip approximately 10' x 73' that came into Multnomah County ownership through the foreclosure of delinquent property tax liens on September 19, 2001. The property is located between two commercial buildings located at the northeast corner of NE 28<sup>th</sup> and Glisan Street. The building to the north of the subject, 510 NE 28<sup>th</sup>, encroaches onto the subject. The subject strip also provides access to some of the apartment units that the north building houses. The building to the south, 500 NE 28<sup>th</sup>, contains commercial and residential. One of the businesses, a restaurant has placed an HVAC unit, two compressors, a swamp cooler and a vent unit on the subject property as per an agreement with a previous owner.

We had originally intended to sell the property at a public auction but after determining that only

two parties have an interest the property we decided to sell it on a private sale. Once the determination was made by the Cartography Section that the north building did indeed encroach onto the subject property we decided that the owner of the north building would be the proper person to sell it to which we propose to do. However, since both property owners have an interest in the strip we made as a requirement of our sale that an agreement between the two property owners has to be in place and signed by each of the owners to allow access by the south building owner to the equipment that sits on the strip. The agreement that will be in place will move the equipment sitting on the strip to the roof of the south building and allow the owner access to the strip for maintenance of the equipment.

The attached Exhibit A, a plat map shows the location of the property. Two photos, Exhibit B, show the location of the strip in relation to the buildings that it affects.

Although no written confirmation from the City of Portland was obtained, the Tax Title Division is confident that the shape and size of the property, approximately 730 square feet, and its location make it unsuitable for the construction or placement of a dwelling thereon under current zoning ordinances and building codes, as provided under ORS 275.225.

**3. Explain the fiscal impact (current year and ongoing).**

The Private Sale will allow for the recovery of the delinquent taxes, fees and expenses (see Exhibit C).

**4. Explain any legal and/or policy issues involved.**

No legal issues are expected. The parcel will be sold "As Is" without guarantee of clear title.

**5. Explain any citizen and/or other government participation that has or will take place.**

No citizen or government participation is anticipated.

EXHIBIT A

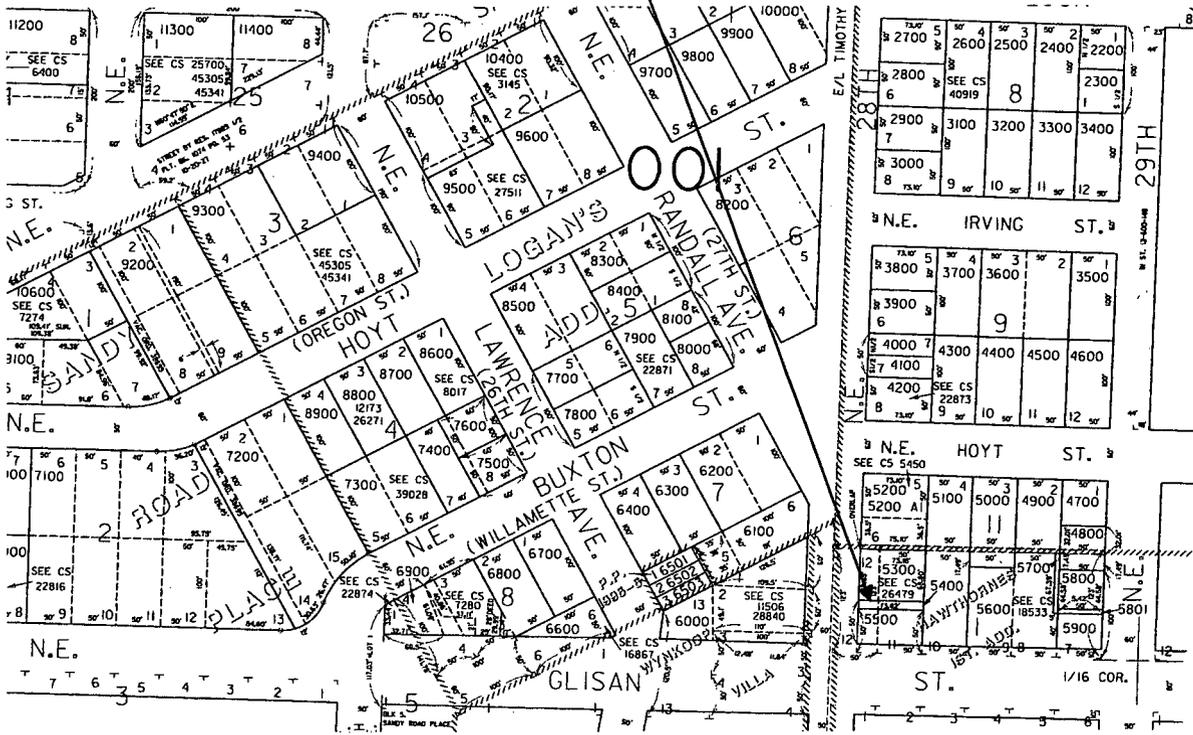
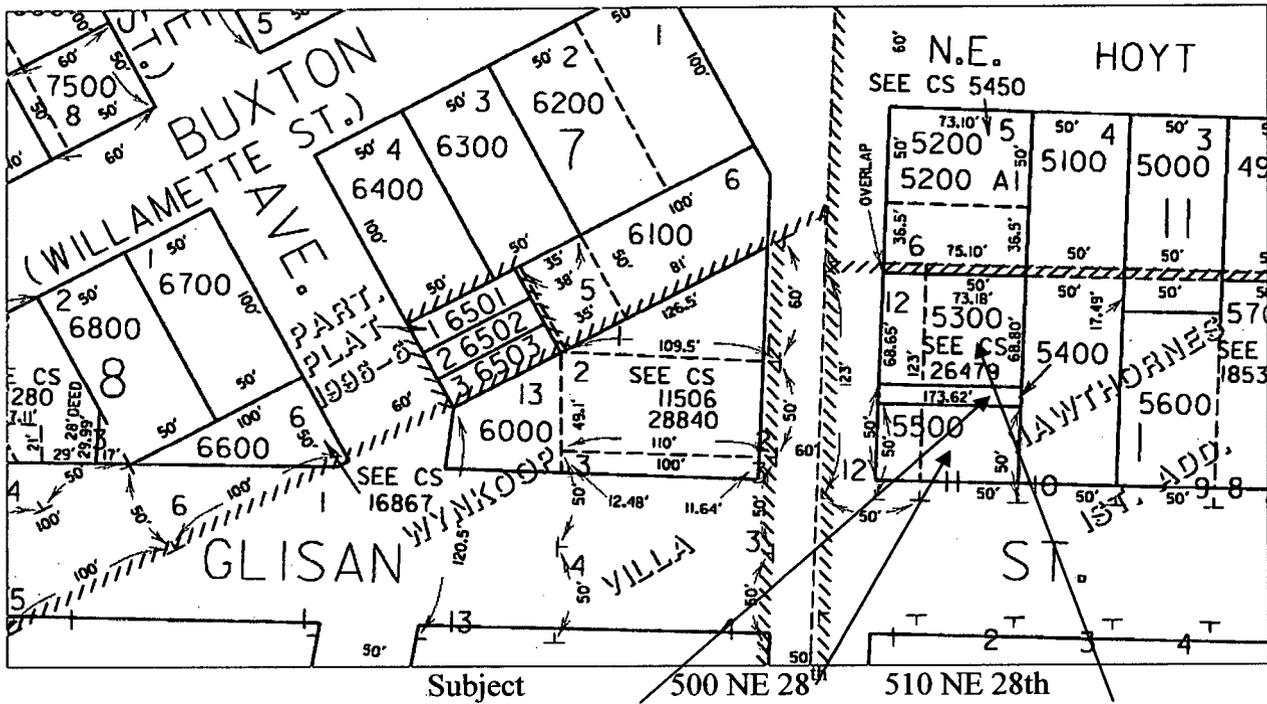


EXHIBIT B



north building

subject property

south building



**EXHIBIT C  
PROPOSED PROPERTY LISTED FOR PRIVATE SALE  
FISCAL YEAR 2004-05**

**LEGAL DESCRIPTION:**

North 10' of the South 60' of Lot 11, North 10' of the South 60' of Lot 12-Except Part in Street; Block 1, HAWTHORNES FIRST ADDITION

**ADJACENT PROPERTY ADDRESS:** 510 NE 28<sup>th</sup> Ave  
**TAX ACCOUNT NUMBER:** R177521  
**GREENSPACE DESIGNATION:** No designation  
**SIZE OF PARCEL:** Approximately 10' x 73' (730sf)  
**ASSESSED VALUE:** \$4,750

**ITEMIZED EXPENSES FOR TOTAL PRICE OF PRIVATE SALE**

<b>BACK TAXES &amp; INTEREST:</b>	\$615.67
<b>TAX TITLE MAINTENANCE COST &amp; EXPENSES:</b>	200.00
<b>RECORDING FEE:</b>	\$26.00
<b>SUB-TOTAL</b>	<b>\$841.67</b>
<b>MINIMUM PRICE REQUEST OF PRIVATE SALE</b>	<b>\$3,550.00</b>

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**Required Signatures**

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**Department/  
Agency Director:**

*Robert A Maestra*

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**Date:** 12/24/04

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**Budget Analyst:**

\_\_\_\_\_

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

**Department HR:**

\_\_\_\_\_

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

**Countywide HR:**

\_\_\_\_\_

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

**BOGSTAD Deborah L**

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**From:** GRACE Becky J  
**Sent:** Tuesday, January 04, 2005 11:03 AM  
**To:** BOGSTAD Deborah L  
**Subject:** FW: JANUARY 20 AGENDA TSOUMAS PRIVATE SALE

Hi Deb,  
Here you go and thanks!!

-----Original Message-----

**From:** CREAN Christopher D  
**Sent:** Thursday, December 23, 2004 12:18 PM  
**To:** GRACE Becky J  
**Subject:** RE: JANUARY 20 AGENDA TSOUMAS PRIVATE SALE

Becky -

I have reviewed the resolution and deed for the Tsoumas sale and they may be circulated for signature as proposed. Thanks.

- Chris

-----Original Message-----

**From:** GRACE Becky J  
**Sent:** Thursday, December 23, 2004 11:42 AM  
**To:** CREAN Christopher D  
**Subject:** JANUARY 20 AGENDA TSOUMAS PRIVATE SALE

Hi Chris,

Attached for your review and approval are the Tsoumas Private Sale Documents for the January 20<sup>th</sup> Board Agenda.

Happy Holidays!

Becky Grace  
Tax Title, Multnomah County  
501 SE Hawthorne, Suite 310  
Portland, OR 97214  
503.988.3590 x27145

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. \_\_\_\_\_**

Authorizing the Private Sale of a Tax Foreclosed Property to ANDREAS TSOUMAS.

**The Multnomah County Board of Commissioners Finds:**

- a) Multnomah County acquired the real property described below through the foreclosure of liens for delinquent property taxes.
- b) The property has an assessed value of \$4,750 on the County's current tax roll.
- c) Although no written confirmation from the City of Portland was obtained, the Tax Title Division is confident that the shape and size of the property, approximately 730 square feet, and its location make it unsuitable for the construction or placement of a dwelling thereon under current zoning ordinances and building codes, as provided under ORS 275.225.
- d) ANDREAS TSOUMAS, has agreed to pay \$3,550, an amount the Board finds to be a reasonable price for the property in conformity with ORS 275.225.

**The Multnomah County Board of Commissioners Resolves:**

1. Upon Tax Title's receipt of the payment of \$3,550, the Chair on behalf of Multnomah County, is authorized to execute a deed conveying to ANDREAS TSOUMAS, the following described real property:

North 10' of the South 60' of Lot 11, North 10' of the South 60' of Lot 12-  
Except Part in Street; Block 1, HAWTHORNES FIRST ADDITION

ADOPTED this 20th day of January 2005.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Christopher D. Crean, Assistant County Attorney



BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 05-013**

Authorizing the Private Sale of a Tax Foreclosed Property to ANDREAS TSOUMAS

**The Multnomah County Board of Commissioners Finds:**

- a) Multnomah County acquired the real property described below through the foreclosure of liens for delinquent property taxes.
- b) The property has an assessed value of \$4,750 on the County's current tax roll.
- c) Although no written confirmation from the City of Portland was obtained, the Tax Title Division is confident that the shape and size of the property, approximately 730 square feet, and its location make it unsuitable for the construction or placement of a dwelling thereon under current zoning ordinances and building codes, as provided under ORS 275.225.
- d) ANDREAS TSOUMAS, has agreed to pay \$3,550, an amount the Board finds to be a reasonable price for the property in conformity with ORS 275.225.

**The Multnomah County Board of Commissioners Resolves:**

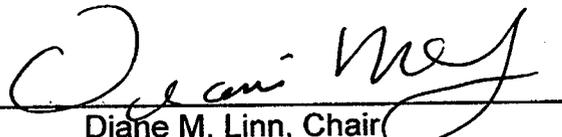
1. Upon Tax Title's receipt of the payment of \$3,550, the Chair on behalf of Multnomah County, is authorized to execute a deed conveying to ANDREAS TSOUMAS, the following described real property:

North 10' of the South 60' of Lot 11, North 10' of the South 60' of Lot 12-  
Except Part in Street; Block 1, HAWTHORNES FIRST ADDITION

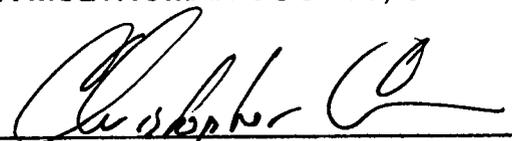
ADOPTED this 20th day of January 2005.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Diane M. Linn, Chair

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Christopher D. Crean, Assistant County Attorney







# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

### Board Clerk Use Only

<b>Meeting Date:</b>	<u>01/20/05</u>
<b>Agenda Item #:</b>	<u>C-2</u>
<b>Est. Start Time:</b>	<u>9:30 AM</u>
<b>Date Submitted:</b>	<u>01/12/05</u>

**BUDGET MODIFICATION:** -

<b>Agenda Title:</b>	Ratification of a RESOLUTION Filling a Vacancy in the Oregon Legislative Assembly, Senate District 16
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*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date Requested:</b>	<u>01/20/05</u>	<b>Time Requested:</b>	<u>N/A</u>
<b>Department:</b>	<u>Non-Departmental</u>	<b>Division:</b>	<u>County Attorney</u>
<b>Contact(s):</b>	<u>Agnes Sowle</u>		
<b>Phone:</b>	<u>503 988-3138</u>	<b>Ext.</b>	<u>83138</u>
		<b>I/O Address:</b>	<u>503/500</u>
<b>Presenter(s):</b>	<u>Consent Calendar</u>		

### General Information

1. **What action are you requesting from the Board?**  
Approval of RESOLUTION Filling a Vacancy in the Oregon Legislative Assembly, Senate District 16
2. **Please provide sufficient background information for the Board and the public to understand this issue.**  
On Wednesday, January 19, 2005, the Multnomah County Board of Commissioners will meet jointly with the Clatsop, Columbia, Tillamook and Washington County Boards of Commissioners for the purpose of a public process and Board appointment to fill a vacancy in the Legislative Assembly, Oregon State Senate, District 16, from Democratic Precinct Committee approved candidates.
3. **Explain the fiscal impact (current year and ongoing).**  
N/A
4. **Explain any legal and/or policy issues involved.**

In compliance with ORS 171.060(3), a copy of the adopted Board Resolution shall promptly be forwarded to the Secretary of State.

**5. Explain any citizen and/or other government participation that has or will take place.**

The Democratic Party Precinct Committeepersons for Senate District 16 held a public meeting on \_\_\_\_\_. The Clatsop County, Columbia County, Tillamook County, Washington County and Multnomah County Boards of Commissioner will hold a joint public meeting, with opportunity for public testimony at 2:00 p.m. on Wednesday, January 19, 2005. Per Multnomah County Charter and Board Rules, a Resolution ratifying the Multnomah County Board action will be considered at the Board's regular scheduled meeting at 9:30 a.m., Thursday, January 20, 2005.

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**Required Signatures**

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**Department/  
Agency Director:**



**Date:** 01/12/05

**Budget Analyst:**

**Date:**

**Department HR:**

**Date:**

**Countywide HR:**

**Date:**

**BOGSTAD Deborah L**

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**From:** Jan Greenhalgh [GreenhJ@co.columbia.or.us]  
**Sent:** Tuesday, January 11, 2005 4:21 PM  
**To:** commissioners@co.clatsop.or.us; dkraske@co.clatsop.or.us; BOGSTAD Deborah L; LINN Diane M; NAITO Lisa H; ROBERTS Lonnie J; ROJO DE STEFFEY Maria; CRUZ Serena M; churlima@co.tillamook.or.us; mwujcik@co.tillamook.or.us; phannema@co.tillamook.or.us; tjosi@co.tillamook.or.us; cao@co.washington.or.us; dick\_schouten@co.washington.or.us; john\_jeeper@co.washington.or.us; tom\_brian@co.washington.or.us  
**Cc:** Rita Bernhard; Joe Corsiglia; Tony Hyde; Janet Wright  
**Subject:** Conference Call

The Columbia County Board of Commissioners will be holding a public meeting on Wednesday, January 19th at 2:00 p.m. to consider the appointment to the State Senator position to be vacated by Senator Joan Dukes.

If you cannot attend this meeting in person, arrangements have been made for you to attend by conference call.

The following is instructions on how to connect into the conference call:

Dial in at 1-866-248-0560 - when prompted for Room Number, press \*3975010\* - (the star key MUST be entered before and after the room number).

Should you have any comments or questions, please feel free to give me a call at 503-397-4322 or simply respond to this e-mail.

**\*\*\*\*\*CONFIDENTIALITY NOTICE\*\*\*\*\***

This e-mail may contain information that is privileged, confidential, or otherwise exempt from disclosure under applicable law. If you are not the addressee or it appears from the context or otherwise that you have received this e-mail in error, please advise me immediately by reply e-mail, keep the contents confidential, and immediately delete the message and any attachments from your system.

\*\*\*\*\*

-FMH6-APLG-CICU-A49B-

**BOGSTAD Deborah L**

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**From:** BOGSTAD Deborah L  
**Sent:** Tuesday, January 11, 2005 4:57 PM  
**To:** KAUFFMAN John; SAMPLE Christopher E; #ALL PAO STAFF; Diane Linn; Lisa Naito; Lonnie Roberts; Maria ROJO DE STEFFEY; Serena Cruz; Andy Smith; Carol WESSINGER; Chuck Martin; Darcy Miles; Delma FARRELL; Gary Walker; Iris BELL; John Ball; Joseph BAESSLER; Judith Shiprack; Kathryn GORDON; Kristen WEST; Laura BAUM; Lisa Goldberg; Mary Carroll; Matthew LASHUA; Rob FUSSELL; Robert Gravely; Robert Walker; Shelli Romero; Tara BOWEN-BIGGS; Terri Naito  
**Subject:** FW: Conference Call

See below regarding filling a vacancy in the Legislative Assembly, Oregon State Senate District 16. The address for the meeting is the Columbia County Courthouse, Room 331, 230 Strand Street, St. Helens, Oregon. Senator Dukes advised she would be filing her resignation effective January 16, 2005. I will provide you with the official information when I have received it from the Secretary of State's Office. Multnomah County has 1 vote.

Deb Bogstad, Board Clerk  
Multnomah County Commissioners  
501 SE Hawthorne Boulevard, Suite 600  
Portland, Oregon 97214-3587  
(503) 988-3277 phone  
(503) 988-3013 fax  
deborah.l.bogstad@co.multnomah.or.us  
<http://www.co.multnomah.or.us/cc/index.shtml>

-----Original Message-----

**From:** Jan Greenhalgh [mailto:GreenhJ@co.columbia.or.us]  
**Sent:** Tuesday, January 11, 2005 4:21 PM  
**To:** commissioners@co.clatsop.or.us; dkraske@co.clatsop.or.us; BOGSTAD Deborah L; LINN Diane M; NAITO Lisa H; ROBERTS Lonnie J; ROJO DE STEFFEY Maria; CRUZ Serena M; churlima@co.tillamook.or.us; mwujcik@co.tillamook.or.us; phannema@co.tillamook.or.us; tjosi@co.tillamook.or.us; cao@co.washington.or.us; dick\_schouten@co.washington.or.us; john\_leeper@co.washington.or.us; tom\_brian@co.washington.or.us  
**Cc:** Rita Bernhard; Joe Corsiglia; Tony Hyde; Janet Wright  
**Subject:** Conference Call

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press \*3975010\* - (the star key MUST be entered before and after the room number).

Should you have any comments or questions, please feel free to give me a call at 503-397-4322 or simply respond to this e-mail.

**\*\*\*\*\*CONFIDENTIALITY NOTICE\*\*\*\*\***

This e-mail may contain information that is privileged, confidential, or otherwise exempt from disclosure under applicable law. If you are not the addressee or it appears from the context or otherwise that you have received this e-mail in error, please advise me immediately by reply e-mail, keep the contents confidential, and immediately delete the message and any attachments from your system.

\*\*\*\*\*

-FMH6-APLG-CICU-A49B-

**BOGSTAD Deborah L**

---

**From:** Margie A FRANZ [Margie.A.Franz@state.or.us]  
**Sent:** Wednesday, January 12, 2005 3:33 PM  
**To:** BOGSTAD Deborah L  
**Subject:** Re: Joint Board Meeting

Deb,  
Thank you for the email  
Margie

Margie Franz  
Compliance Specialist  
Oregon State Elections Division  
141 State Capitol Building  
Salem OR 97310-0722  
phone 503-986-1518  
fax 503-373-7414

>>> "BOGSTAD Deborah L" <deborah.l.bogstad@co.multnomah.or.us> 1/12/2005 3:30:01 PM >>>  
Our portion of the Joint Board Meeting of the Clatsop, Columbia, Multnomah, Tillamook and Washington County Commissioners will be convening in the sixth floor Board conference room 635 to participate via speakerphone in a public hearing and vote to fill a vacancy in the Legislative Assembly, Oregon State Senate District 16 at **2:00 p.m., Wednesday, January 19, 2005**. It is my understanding that Chair Linn and Commissioners Cruz, Roberts and Rojo will be in attendance; with Commissioner Naito excused as she will be attending an out of town NACO conference.

**Deb Bogstad, Board Clerk**  
**Multnomah County Commissioners**  
**501 SE Hawthorne Boulevard, Suite 600**  
**Portland, Oregon 97214-3587**  
**(503) 988-3277 phone**  
**(503) 988-3013 fax**  
**[deborah.l.bogstad@co.multnomah.or.us](mailto:deborah.l.bogstad@co.multnomah.or.us)**  
**<http://www.co.multnomah.or.us/cc/index.shtml>**

## **BALLOT**

The Clatsop, Columbia, Tillamook, Washington and Multnomah County Boards of Commissioners held a joint public meeting on Wednesday, January 19, 2005. After due deliberation in the matter of filling the vacancy in the Legislative Assembly, Oregon State Senate District 16, the following vote was cast:

**BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

**NOMINEE**

Diane M. Linn  
Chair

---

## **BALLOT**

The Clatsop, Columbia, Tillamook, Washington and Multnomah County Boards of Commissioners held a joint public meeting on Wednesday, January 19, 2005. After due deliberation in the matter of filling the vacancy in the Legislative Assembly, Oregon State Senate District 16, the following vote was cast:

**BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

**NOMINEE**

Maria Rojo de Steffey  
Commissioner District 1

---

## **BALLOT**

The Clatsop, Columbia, Tillamook, Washington and Multnomah County Boards of Commissioners held a joint public meeting on Wednesday, January 19, 2005. After due deliberation in the matter of filling the vacancy in the Legislative Assembly, Oregon State Senate District 16, the following vote was cast:

**BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

**NOMINEE**

Serena Cruz  
Commissioner District 2

---

## **BALLOT**

The Clatsop, Columbia, Tillamook, Washington and Multnomah County Boards of Commissioners held a joint public meeting on Wednesday, January 19, 2005. After due deliberation in the matter of filling the vacancy in the Legislative Assembly, Oregon State Senate District 16, the following vote was cast:

**BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

**NOMINEE**

Lisa Naito  
Commissioner District 3

---

## **BALLOT**

The Clatsop, Columbia, Tillamook, Washington and Multnomah County Boards of Commissioners held a joint public meeting on Wednesday, January 19, 2005. After due deliberation in the matter of filling the vacancy in the Legislative Assembly, Oregon State Senate District 16, the following vote was cast:

**BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

**NOMINEE**

Lonnie Roberts  
Commissioner District 4

---

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. \_\_\_\_\_**

Filling a Vacancy in the Legislative Assembly, Oregon State Senate District 16

**The Multnomah County Board of Commissioners Finds:**

- a. Effective January \_\_, 2005, there is a vacancy in Oregon State Senate, District 16, due to the resignation of State Representative Joan Dukes.
- b. Pursuant to state law, on \_\_\_\_\_, the Democratic Party Precinct Committeepersons in Oregon State Senate District 16 made nominations to fill the vacancy.
- c. The nominees chosen were: \_\_\_\_\_.
- d. In accordance with procedures established by the Secretary of State, the Clatsop, Columbia, Tillamook, Washington and Multnomah County Board of Commissioners considered the nominations at a joint public meeting on Wednesday, January 19, 2005.
- e. In accordance with ORS 171.062 each County is entitled to one vote for each 1,000 registered electors or major fraction of 1,000 (more than 500 registered electors, but less than 1,000) within Oregon State Senate District 16; and each County Commissioner is allotted the following number of votes:  
Clatsop County: \_\_\_\_ or \_\_ votes divided by 5 = .\_\_ votes per Commissioner  
Columbia County: \_\_\_\_ or \_\_ votes divided by 3 = \_\_ votes per Commissioner  
Tillamook County: \_\_\_\_ or \_\_ votes divided by 3 = .\_\_ votes per Commissioner  
Washington County: \_\_ or \_\_ votes divided by 5 = \_\_ votes per Commissioner  
Multnomah County: \_\_\_\_ or \_\_ votes divided by 5 = .\_\_ votes per Commissioner
- f. At the conclusion of the public meeting the Commissioners voted to appoint nominee \_\_\_\_\_ to fill the vacancy, said nominee having received the highest number of votes as indicated on the vote tabulation attached as **Exhibit A**.

**The Multnomah County Board of Commissioners Resolves:**

1. nominee \_\_\_\_\_ is selected as the appointee to fill the vacancy in the Legislative Assembly, Oregon State Senate District 16.

2. This Resolution shall promptly be forwarded to the Secretary of State as required by ORS 171.060(3).

ADOPTED/RATIFIED this 20th day of January, 2005.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Diane M. Linn, Chair

\_\_\_\_\_  
Maria Rojo de Steffey, Commissioner District 1

\_\_\_\_\_  
Serena Cruz, Commissioner District 2

~~excused from 01/20/05 meeting~~  
\_\_\_\_\_  
Lisa Naito, Commissioner District 3

\_\_\_\_\_  
Lonnie Roberts, Commissioner District 4

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Agnes Sowle, County Attorney

**Exhibit A**

**VOTE TABULATION**

In the matter of filling the vacancy in the Legislative Assembly, Oregon State Senate District 16, the following votes were cast at the Clatsop, Columbia, Tillamook, Washington and Multnomah County Boards of Commissioners joint public meeting on Wednesday, January 19, 2005:

**BOARD OF COUNTY COMMISSIONERS  
FOR CLATSOP COUNTY, OREGON**

**NOMINEE**

Lylla Gaebel  
Commissioner District 1

---

Patricia Roberts  
Vice-Chair, Commissioner District 2

---

Richard Lee  
Chair, Commissioner District 3

---

Samuel E. Patrick  
Commissioner District 4

---

Helen Westbrook  
Commissioner District 5

---

**BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON**

**NOMINEE**

Tony Hyde  
Chair

---

Rita Bernhard  
Commissioner

---

Joe Corsiglia  
Vice-Chair

---

**BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

**NOMINEE**

Diane M. Linn  
Chair

---

Maria Rojo de Steffey  
Commissioner District 1

---

Serena Cruz  
Commissioner District 2

Lisa Naito  
Vice-Chair, Commissioner District 3

Lonnie Roberts  
Commissioner District 4

---

~~excused from 01/19/05 meeting~~

---

**BOARD OF COUNTY COMMISSIONERS  
FOR TILLAMOOK COUNTY, OREGON**

**NOMINEE**

Chuck Hurliman  
Chair

Tim Josi  
Vice-Chair

Mark Labhart  
Commissioner

---

---

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**BOARD OF COUNTY COMMISSIONERS  
FOR WASHINGTON COUNTY, OREGON**

**NOMINEE**

Tom Brian  
Chair

Dick Schouten  
Commissioner District 1

John Leeper  
Commissioner District 2

Roy Rogers  
Commissioner District 3

Andy Duyck  
Vice-Chair, Commissioner District 4

---

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BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. \_\_\_\_\_**

Filling a Vacancy in the Legislative Assembly, Oregon State Senate District 16

**The Multnomah County Board of Commissioners Finds:**

- a. Effective January 16, 2005, there is a vacancy in Oregon State Senate, District 16, due to the resignation of State Senator Joan Dukes.
- b. Pursuant to state law, on January 16, 2005, the Democratic Party Precinct Committeepersons of Senate District 16 met to choose nominees to fill the vacancy.
- c. The nominees chosen were: Elizabeth (Betsy) Johnson, Emil Nyberg and Bill Blank.
- d. In accordance with procedures established by the Secretary of State, the Clatsop, Columbia, Tillamook, Washington and Multnomah County Board of Commissioners considered the nominations at a joint public meeting at 2:00 p.m. on Wednesday, January 19, 2005.
- e. In accordance with ORS 171.062 each County is entitled to one vote for each 1,000 registered electors or major fraction of 1,000 (more than 500 registered electors, but less than 1,000) within Oregon State Senate District 16; and each County Commissioner is allotted the following number of votes:  
  

Clatsop County:	22,200 or 22 votes divided by 5 =	4-2/5 votes per Commissioner
Columbia County:	28,114 or 28 votes divided by 3 =	9-1/3 votes per Commissioner
Tillamook County:	16,030 or 16 votes divided by 3 =	5-1/3 votes per Commissioner
Washington County:	6,824 or 7 votes divided by 5 =	1-2/5 votes per Commissioner
Multnomah County:	690 or 1 vote divided by 5 =	1/5 vote per Commissioner
- f. At the conclusion of the public meeting the Commissioners voted to appoint Elizabeth (Betsy) Johnson to fill the vacancy, said nominee having received the highest number of votes as indicated on the vote tabulation attached as **Exhibit A**.

**The Multnomah County Board of Commissioners Resolves:**

1. Elizabeth (Betsy) Johnson is selected as the appointee to fill the vacancy in the Legislative Assembly, Oregon State Senate District 16.

2. This Resolution shall promptly be forwarded to the Secretary of State as required by ORS 171.060(3).

ADOPTED/RATIFIED this 20th day of January, 2005.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Diane M. Linn, Chair

\_\_\_\_\_  
Maria Rojo de Steffey, Commissioner District 1

\_\_\_\_\_  
Serena Cruz, Commissioner District 2

\_\_\_\_\_  
Lisa Naito, Commissioner District 3

\_\_\_\_\_  
Lonnie Roberts, Commissioner District 4

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Agnes Sowle, County Attorney

# Exhibit A

## VOTE TABULATION

In the matter of filling the vacancy in the Legislative Assembly, Oregon State Senate District 16, the following votes were cast at the Clatsop, Columbia, Tillamook, Washington and Multnomah County Boards of Commissioners joint public meeting on Wednesday, January 19, 2005:

### **BOARD OF COUNTY COMMISSIONERS FOR CLATSOP COUNTY, OREGON**

### **NOMINEE**

Lylla Gaebel  
Commissioner District 1

Elizabeth (Betsy) Johnson

Patricia Roberts  
Vice-Chair, Commissioner District 2

Elizabeth (Betsy) Johnson

Richard Lee  
Chair, Commissioner District 3

Elizabeth (Betsy) Johnson

Samuel E. Patrick  
Commissioner District 4

Elizabeth (Betsy) Johnson

Helen Westbrook  
Commissioner District 5

Elizabeth (Betsy) Johnson

### **BOARD OF COUNTY COMMISSIONERS FOR COLUMBIA COUNTY, OREGON**

### **NOMINEE**

Tony Hyde  
Chair

Elizabeth (Betsy) Johnson

Rita Bernhard  
Commissioner

excused

Joe Corsiglia  
Vice-Chair

Elizabeth (Betsy) Johnson

### **BOARD OF COUNTY COMMISSIONERS FOR MULTNOMAH COUNTY, OREGON**

### **NOMINEE**

Diane M. Linn  
Chair

Elizabeth (Betsy) Johnson

Maria Rojo de Steffey  
Commissioner District 1

Elizabeth (Betsy) Johnson

Serena Cruz  
Commissioner District 2

Elizabeth (Betsy) Johnson

Lisa Naito  
Vice-Chair, Commissioner District 3

Elizabeth (Betsy) Johnson

Lonnie Roberts  
Commissioner District 4

excused

**BOARD OF COUNTY COMMISSIONERS  
FOR TILLAMOOK COUNTY, OREGON**

**NOMINEE**

Chuck Hurliman  
Chair

Elizabeth (Betsy) Johnson

Tim Josi  
Vice-Chair

Elizabeth (Betsy) Johnson

Mark Labhart  
Commissioner

Elizabeth (Betsy) Johnson

**BOARD OF COUNTY COMMISSIONERS  
FOR WASHINGTON COUNTY, OREGON**

**NOMINEE**

Tom Brian  
Chair

Elizabeth (Betsy) Johnson

Dick Schouten  
Commissioner District 1

Elizabeth (Betsy) Johnson

John Leeper  
Commissioner District 2

Elizabeth (Betsy) Johnson

Roy Rogers  
Commissioner District 3

excused

Andy Duyck  
Vice-Chair, Commissioner District 4

Elizabeth (Betsy) Johnson

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 05-014**

Filling a Vacancy in the Legislative Assembly, Oregon State Senate District 16

**The Multnomah County Board of Commissioners Finds:**

- a. Effective January 16, 2005, there is a vacancy in Oregon State Senate, District 16, due to the resignation of State Senator Joan Dukes.
- b. Pursuant to state law, on January 16, 2005, the Democratic Party Precinct Committeepersons of Senate District 16 met to choose nominees to fill the vacancy.
- c. The nominees chosen were: Elizabeth (Betsy) Johnson, Emil Nyberg and Bill Blank.
- d. In accordance with procedures established by the Secretary of State, the Clatsop, Columbia, Tillamook, Washington and Multnomah County Board of Commissioners considered the nominations at a joint public meeting at 2:00 p.m. on Wednesday, January 19, 2005.
- e. In accordance with ORS 171.062 each County is entitled to one vote for each 1,000 registered electors or major fraction of 1,000 (more than 500 registered electors, but less than 1,000) within Oregon State Senate District 16; and each County Commissioner is allotted the following number of votes:  
  

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Tillamook County:	16,030 or 16 votes divided by 3 =	5-1/3 votes per Commissioner
Washington County:	6,824 or 7 votes divided by 5 =	1-2/5 votes per Commissioner
Multnomah County:	690 or 1 vote divided by 5 =	1/5 vote per Commissioner
- f. At the conclusion of the public meeting the Commissioners voted to appoint Elizabeth (Betsy) Johnson to fill the vacancy, said nominee having received the highest number of votes as indicated on the vote tabulation attached as **Exhibit A**.

**The Multnomah County Board of Commissioners Resolves:**

1. Elizabeth (Betsy) Johnson is selected as the appointee to fill the vacancy in the Legislative Assembly, Oregon State Senate District 16.

2. This Resolution shall promptly be forwarded to the Secretary of State as required by ORS 171.060(3).

ADOPTED/RATIFIED this 20th day of January, 2005.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

Maria Rojo de Steffey, Commissioner District 1

Serena Cruz, Commissioner District 2

Lisa Naito, Commissioner District 3

Lonnie Roberts, Commissioner District 4

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Agnes Sowle, County Attorney

## Exhibit A

### VOTE TABULATION

In the matter of filling the vacancy in the Legislative Assembly, Oregon State Senate District 16, the following votes were cast at the Clatsop, Columbia, Tillamook, Washington and Multnomah County Boards of Commissioners joint public meeting on Wednesday, January 19, 2005:

#### **BOARD OF COUNTY COMMISSIONERS FOR CLATSOP COUNTY, OREGON**

#### **NOMINEE**

Lylla Gaebel  
Commissioner District 1

Elizabeth (Betsy) Johnson

Patricia Roberts  
Vice-Chair, Commissioner District 2

Elizabeth (Betsy) Johnson

Richard Lee  
Chair, Commissioner District 3

Elizabeth (Betsy) Johnson

Samuel E. Patrick  
Commissioner District 4

Elizabeth (Betsy) Johnson

Helen Westbrook  
Commissioner District 5

Elizabeth (Betsy) Johnson

#### **BOARD OF COUNTY COMMISSIONERS FOR COLUMBIA COUNTY, OREGON**

#### **NOMINEE**

Tony Hyde  
Chair

Elizabeth (Betsy) Johnson

Rita Bernhard  
Commissioner

excused

Joe Corsiglia  
Vice-Chair

Elizabeth (Betsy) Johnson

#### **BOARD OF COUNTY COMMISSIONERS FOR MULTNOMAH COUNTY, OREGON**

#### **NOMINEE**

Diane M. Linn  
Chair

Elizabeth (Betsy) Johnson

Maria Rojo de Steffey  
Commissioner District 1

Elizabeth (Betsy) Johnson

Serena Cruz  
Commissioner District 2

Elizabeth (Betsy) Johnson

Lisa Naito  
Vice-Chair, Commissioner District 3

Elizabeth (Betsy) Johnson

Lonnie Roberts  
Commissioner District 4

excused

**BOARD OF COUNTY COMMISSIONERS  
FOR TILLAMOOK COUNTY, OREGON**

**NOMINEE**

Chuck Hurliman  
Chair

Elizabeth (Betsy) Johnson

Tim Josi  
Vice-Chair

Elizabeth (Betsy) Johnson

Mark Labhart  
Commissioner

Elizabeth (Betsy) Johnson

**BOARD OF COUNTY COMMISSIONERS  
FOR WASHINGTON COUNTY, OREGON**

**NOMINEE**

Tom Brian  
Chair

Elizabeth (Betsy) Johnson

Dick Schouten  
Commissioner District 1

Elizabeth (Betsy) Johnson

John Leeper  
Commissioner District 2

Elizabeth (Betsy) Johnson

Roy Rogers  
Commissioner District 3

excused

Andy Duyck  
Vice-Chair, Commissioner District 4

Elizabeth (Betsy) Johnson

MULTNOMAH COUNTY BOARD OF COMMISSIONERS  
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk  
\*\*\*This form is a public record\*\*\*

MEETING DATE: 1-20-05

SUBJECT: Introduce to Board of County Commissioners  
the newly elected President of Local 88

AGENDA NUMBER OR TOPIC: \_\_\_\_\_

FOR: \_\_\_\_\_ AGAINST: \_\_\_\_\_ THE ABOVE AGENDA ITEM

NAME: Marla P Rosenberger

ADDRESS: PO Box 66306

CITY/STATE/ZIP: Portland, OR 97290-6306

PHONE: DAYS: 503 475 3167 EVES: \_\_\_\_\_

EMAIL: mpeony@aol.com FAX: \_\_\_\_\_

SPECIFIC ISSUE: \_\_\_\_\_

WRITTEN TESTIMONY: As ~~retiring~~ <sup>returning</sup> president of

Multnomah County Employees Union

AFSCME Local 88 it is my

privilege and honor to introduce to

the Board of County Commissioners my successor

the newly elected President, Becky Stewart.

- IF YOU WISH TO ADDRESS THE BOARD:**
1. Please complete this form and return to the Board Clerk.
  2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
  3. State your name for the official record.
  4. If written documentation is presented, please furnish one copy to the Board Clerk.

- IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:**
1. Please complete this form and return to the Board Clerk.
  2. Written testimony will be entered into the official record.



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST**

**Board Clerk Use Only**

**Meeting Date:** 01/20/05  
**Agenda Item #:** R-1  
**Est. Start Time:** 9:30 AM  
**Date Submitted:** 12/22/04

**BUDGET MODIFICATION:** -

**Agenda Title:** **School-Based Health Center Program's New Website for Teens**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date Requested:</b>	<u>Thursday, January 20, 2005</u>	<b>Time Requested:</b>	<u>15 minutes.</u>
<b>Department:</b>	<u>Health</u>	<b>Division:</b>	<u>School-Based Health Center Program</u>
<b>Contact(s):</b>	<u>Lillian Shirley, Erik Vidstrand</u>		
<b>Phone:</b>	<u>503 988-4424</u>	<b>Ext.:</b> <u>28805</u>	<b>I/O Address:</b> <u>160/2</u>
<b>Presenter(s):</b>	<u>Lillian Shirley, Alice Abrams, NP, High school student (TBA)</u>		

**General Information**

**1. What action are you requesting from the Board?**

To be introduced to the new website for teens developed by the School-Based Health Center Program.

**2. Please provide sufficient background information for the Board and the public to understand this issue.**

Funded by the U.S. Department of Commerce Technology Opportunities Program (TOP), [www.ehealth4teens.org](http://www.ehealth4teens.org) (EH4T) features interactive games, personal health assessments, quizzes, and a variety of resources and hotline numbers. The website has information on topics such as tobacco, nutrition, fitness, and reproductive health, linking users to a variety of culturally-competent and reputable websites.

Another goal of the website is to direct teens to access the variety of services at school-based health centers. Services at Multnomah County Health Department's School-Based Health Centers include routine physical exams, sports physicals, diagnosis and treatment of

acute and chronic illness, immunizations, health education, counseling, and wellness promotion. The TOP grant provided the 13 Multnomah County School-Based Health Centers with technology to improve the management of health information and communication.

**3. Explain the fiscal impact (current year and ongoing).**

The TOP Grant will be completed by 3/31/05.

**4. Explain any legal and/or policy issues involved.**

N/A

**5. Explain any citizen and/or other government participation that has or will take place.**

EH4T evolved through the collaboration of many partners including culturally diverse teens, clinicians, educators, researchers, graphic artists, computer technicians and government officials. Each component of the project was evaluated by an interdisciplinary team. Statistics will be collected from visitor hits and satisfaction surveys.

---

**Required Signatures**

---

**Department/  
Agency Director:**



**Date:** 12/22/04

**Budget Analyst:**

**Date:**

**Department HR:**

**Date:**

**Countywide HR:**

**Date:**



## School-Based Health Center Program

# TECHNOLOGY OPPORTUNITIES PROGRAM (TOP) GRANT U. S. DEPARTMENT OF COMMERCE

## Youth Health Initiative (YHI)

### Duration of grant:

Grant award is for three years, from October 1, 2001-September 30, 2004. Extension granted until March 31, 2005 for final evaluation and reporting.

### Total project cost:

\$1,534,433

### Goals:

- ↓ Use advanced interactive Web technology and a high-speed broadband network to improve access to healthcare and the management of health information at the 13 Multnomah County School-Based Health Centers (SBHCs).
- ↓ Develop an interactive teen health website for culturally diverse high-school students.

### Outcomes achieved:

- ↓ Clinics have direct connectivity to the county IT infrastructure
- ↓ Staff has access to email, Microsoft Office applications, and other online resources
- ↓ Staff use technology to support clinic operations, and to manage client health information utilizing Epic
- ↓ Procedures are established for sharing client data electronically at multiple sites, in compliance with HIPAA regulations
- ↓ Teens are able to access eHealth information via PCs on campus, at libraries, and at home.
- ↓ Client participation in the design of the website through surveys, focus groups and usability testing
- ↓ Ongoing data collection and analysis of the project's success



### Some examples of website features – [www.ehealth4teens.org](http://www.ehealth4teens.org):

- ↓ Personal health assessments, quizzes, educational games, fact sheets, resources
- ↓ Health information and community resources/activities from selected linked websites
- ↓ Technical and content feedback opportunities
- ↓ EHealth information is available in Spanish through a variety of website links and fact sheets



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

### Board Clerk Use Only

**Meeting Date:** 01/20/05  
**Agenda Item #:** R-2  
**Est. Start Time:** 9:45 AM  
**Date Submitted:** 12/27/04

**Agenda Title:** PROCLAMATION Proclaiming January 20, 2005 Election Worker Day in Recognition of the Outstanding Work of Regular and Hundreds of Temporary County Employees, as well as Private Businesses

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date Requested:</b>	<u>January 20, 2005</u>	<b>Time Requested:</b>	<u>15 minutes</u>
<b>Department:</b>	<u>Business and Community Services</u>	<b>Division:</b>	<u>Elections</u>
<b>Contact(s):</b>	<u>John Kauffman</u>		
<b>Phone:</b>	<u>503-988-3720</u>	<b>Ext.:</b>	<u>24685</u>
		<b>I/O Address:</b>	<u>414/Elections</u>
<b>Presenter(s):</b>	<u>Cecilia Johnson and John Kauffman</u>		

## General Information

**1. What action are you requesting from the Board?**

Recognize the work of over 200 temporary employees from all over the metro area who were essential to the smooth operations of the 2004 Presidential General Election. Also to recognize county employees across Departments and Divisions who worked together to make the election process a success.

**2. Please provide sufficient background information for the Board and the public to understand this issue.**

The Presidential General Election season began shortly after the Primary Election with planning efforts involving several departments and divisions. In addition, we had initiative petitions to verify, followed by all the work caused by the drive to put Ralph Nader on Oregon's Presidential ballot. Voter registration drives began in the summer and heated up the closer we got to the deadline. We were swamped with voter registration forms and had to put in lots of overtime and hire additional temporary help to process everything so we could mail ballots in time. We were still processing registration cards when we began receiving returned voted ballots. We had more people vote in the General Election than we had registered to vote in the Primary!

3. Explain the fiscal impact (current year and ongoing).

NA

4. Explain any legal and/or policy issues involved.

NA

5. Explain any citizen and/or other government participation that has or will take place.

NA

---

**Required Signatures**

---

Department/  
Agency Director:

*Robert A Maestre*

Date: 12/21/04

Budget Analyst:

Date:

Department HR:

Date:

Countywide HR:

Date:

**BOGSTAD Deborah L**

---

**From:** FARMER Stuart L  
**Sent:** Monday, December 27, 2004 8:36 AM  
**To:** MAESTRE Robert A; SHULTZ, Mary L.  
**Cc:** SIMPSON Thomas G; BOGSTAD Deborah L; FARRELL Delma D  
**Subject:** RE: 1/20 Board agenda

OK, I just got off the phone with Delma, this is how she sees the event happening:

The Clerk will introduce the item; the Chair will read the Proclamation; the crowd of 200+ will stand and receive applause, then each Commissioner will have their chance to yah yah a bit. Then we will move the group to an available room in the Multnomah Building for the actual presentation of their awards and gifts. I am checking on the availability of room 315.

Mary, how does this sound to you?

-----Original Message-----

**From:** FARMER Stuart L  
**Sent:** Monday, December 27, 2004 8:28 AM  
**To:** MAESTRE Robert A; SHULTZ, Mary L.  
**Cc:** SIMPSON Thomas G; BOGSTAD Deborah L  
**Subject:** RE: 1/20 Board agenda

Depends on how the Chair wants to handle it; when she recognizes employees for their years of service all five Commissioners line up to shake everyone's hands. With over 200 people this could take much too long.

I have a call into Diane's office. I will let you know what they are thinking.

Robert I like your idea of moving it quickly and not having individual recognition take place on camera in a procession line.

-----Original Message-----

**From:** MAESTRE Robert A  
**Sent:** Wednesday, December 22, 2004 3:27 PM  
**To:** SHULTZ, Mary L.  
**Cc:** FARMER Stuart L  
**Subject:** RE: 1/20 Board agenda

Mary... 30 minutes seems way to long  
I was thinking 15 minutes tops...

Starting out with a brief intro by John Kauffman and maybe Cecilia  
Then the Chair reading the proclamation (about 4-5 minutes)  
Then other Board members saying thanks and making brief comments if they want  
Then some organized way to hand out the prints... and then maybe adjourning to another room for refreshments..  
Or maybe giving the art out when people come in...

What do you think of 15 minutes...?

Robert

Deputy Director, Business and Community Services

12/28/2004

503-988-5001  
503-988-3048 (fax)  
robert.a.maestre@co.multnomah.or.us

-----Original Message-----

**From:** SHULTZ, Mary L.  
**Sent:** Wednesday, December 22, 2004 3:07 PM  
**To:** SODEN Stephanie A  
**Cc:** DISCIASCIO Barbara A; BOGSTAD Deborah L; MAESTRE Robert A; SIMPSON Thomas G  
**Subject:** RE: 1/20 Board agenda

It certainly does. Thanks for getting back to me. I have a call in to Deb, also, and will wait til I hear back from her before we have the invitations printed. Thanks for your help, Stephanie.

-----Original Message-----

**From:** SODEN Stephanie A  
**Sent:** Wednesday, December 22, 2004 3:04 PM  
**To:** SHULTZ, Mary L.  
**Cc:** DISCIASCIO Barbara A; SODEN Stephanie A; BOGSTAD Deborah L  
**Subject:** 1/20 Board agenda

Hi Mary-

I am responding to your question left on the PAO voicemail today. It appears that the recognition of elections workers and helpers is scheduled to go on at 9:45 am and last 30 minutes. You may want to check with Deb Bogstad, Board Clerk, to confirm this time if you are inviting folks to attend.

Also, my name should not be included on the agenda item as I will not be able to attend. (I'll be monitoring the legislative session in Salem.)

I hope this helps!

Stephanie Soden  
Multnomah County Public Affairs Office  
501 SE Hawthorne Blvd., Ste. 600  
Portland, OR 97214  
503-988-6045 phone  
503-988-6801 fax  
503-805-5259 cell  
[stephanie.a.soden@co.multnomah.or.us](mailto:stephanie.a.soden@co.multnomah.or.us)

12/28/2004

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

PROCLAMATION NO. \_\_\_\_\_

Proclaiming January 20, 2005 Election Worker Day in Recognition of the Outstanding Work of Regular and Hundreds of Temporary County Employees, as Well as Private Businesses

**The Multnomah County Board of Commissioners Finds:**

- a. Planning for the November 2004, Presidential General Election began in May following the Primary Election. Needs for increased building, personal and process security coupled with dramatically heightened concerns about the integrity of the elections process made this our most complex election ever.
- b. Elections Division staff, with dedicated temporary employees, worked July and August on petitions.
- c. Multnomah County's voter registration grew from 363,589 at the Primary Election to 430,693 for the General Election, with staff processing over 65,000 voter registration cards.
- d. Actual voter participation in Multnomah County increased from 45% at the Primary Election to almost 85% for the General Election. More people voted at the General Election (365,530) than were registered to vote at the Primary Election (363,589).
- e. Energetic and dedicated temporary employees supported the Elections Staff assisting the public with voter registration and ballot issues. Tours given to local, regional, national and international observers by County staff were well received.
- f. For the first time the County needed staff to watch and direct the hundreds of election process observations. Trained temporary staff provided courteous service managing the observers.
- g. County Library staff provided ballot drop box access for county voters at each library in Multnomah County during library office hours.
- h. County Sign Shop staff contributed by painting the new 24-hour drop boxes and preparing signage at various locations for the Election. County Bridge staff installed the 24-hour drop boxes. County Road Maintenance staff provided traffic control at these drop boxes the final two days of the election.
- i. Facility Security Officers from the County Sheriff provided security at the Elections Office for nearly two weeks before and a few days after the election. Deputy Sheriffs provided evening security at drop box sites and the elections building on November 2.
- j. County Telephone and Information Technology staff provided immediate and ongoing support for telephones and computers throughout the election process.
- k. County Facilities staff installed a temporary generator to provide full office power backup in case of an emergency.

- I. Management staff from the Department of Community Services and County Emergency Management provided invaluable support arranging for security, business continuation planning and staff training.
- m. Private businesses provided additional support to Elections: Oregon Electric Group provided lighted parking for staff after 5 p.m.; A & S Marketing, Inc. provided secure parking for County vehicles used for the Election; and Perfect Fit provided space in its parking/loading area to support public needs ; Gourmet Coffee Catering extended its normal office hours to provide coffee to staff and voluntarily removed garbage from the entrance to the Elections Office; Aqua Fresh extended its normal office hours to deliver portable restroom facilities; Crystal Springs provided extraordinary delivery service of bottled water; Stitch in a Hurry provided exceptional service in designing and sewing customized election aprons for staff; and Office Depot called all its branch stores to pool requested UPS equipment.
- n. The smooth conduct of the election in Multnomah County and in Oregon resulted in national recognition as James K. Galbraith, professor at the LBJ School of Public Affairs at the University of Texas, Austin, in an article published in *The Nation*, recommended "the Oregon system" of vote by mail be implemented nation wide.

**The Multnomah County Board of Commissioners Proclaims:**

January 20, 2005 as Election Worker Day in Recognition of the Outstanding Work of the Multnomah County Elections Office (permanent and temporary staff), countless other County employees in many different Departments and Divisions, and those private businesses that provided outstanding services to the Elections Office.

ADOPTED this 20th day of January, 2005.

**BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

---

Diane M. Linn, County Chair

---

Maria Rojo de Steffey,  
Commissioner District 1

---

Serena Cruz,  
Commissioner District 2

---

Lisa Naito,  
Commissioner District 3

---

Lonnie Roberts,  
Commissioner District 4

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**PROCLAMATION NO. 05-015**

Proclaiming January 20, 2005 Election Worker Day in Recognition of the Outstanding Work of Regular and Hundreds of Temporary County Employees, as Well as Private Businesses

**The Multnomah County Board of Commissioners Finds:**

- a. Planning for the November 2004, Presidential General Election began in May following the Primary Election. Needs for increased building, personal and process security coupled with dramatically heightened concerns about the integrity of the elections process made this our most complex election ever.
- b. Elections Division staff, with dedicated temporary employees, worked July and August on petitions.
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- i. Facility Security Officers from the County Sheriff provided security at the Elections Office for nearly two weeks before and a few days after the election. Deputy Sheriffs provided evening security at drop box sites and the elections building on November 2.
- j. County Telephone and Information Technology staff provided immediate and ongoing support for telephones and computers throughout the election process.
- k. County Facilities staff installed a temporary generator to provide full office power backup in case of an emergency.

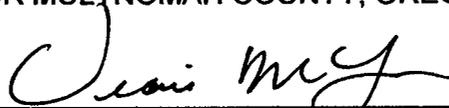
- l. Management staff from the Department of Community Services and County Emergency Management provided invaluable support arranging for security, business continuation planning and staff training.
- m. Private businesses provided additional support to Elections: Oregon Electric Group provided lighted parking for staff after 5 p.m.; A & S Marketing, Inc. provided secure parking for County vehicles used for the Election; and Perfect Fit provided space in its parking/loading area to support public needs ; Gourmet Coffee Catering extended its normal office hours to provide coffee to staff and voluntarily removed garbage from the entrance to the Elections Office; Aqua Fresh extended its normal office hours to deliver portable restroom facilities; Crystal Springs provided extraordinary delivery service of bottled water; Stitch in a Hurry provided exceptional service in designing and sewing customized election aprons for staff; and Office Depot called all its branch stores to pool requested UPS equipment.
- n. The smooth conduct of the election in Multnomah County and in Oregon resulted in national recognition as James K. Galbraith, professor at the LBJ School of Public Affairs at the University of Texas, Austin, in an article published in *The Nation*, recommended "the Oregon system" of vote by mail be implemented nation wide.

**The Multnomah County Board of Commissioners Proclaims:**

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ADOPTED this 20th day of January, 2005.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON



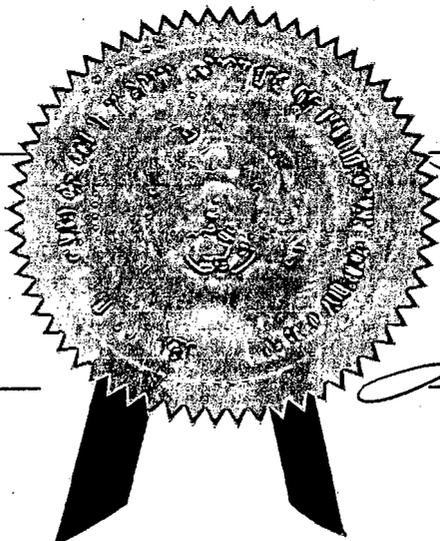
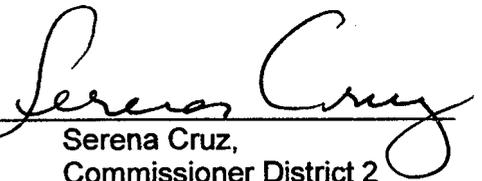
Diane M. Linn, County Chair



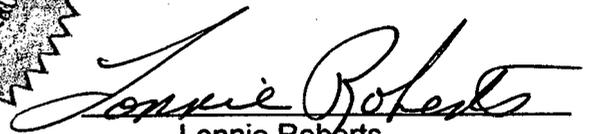
Maria Rojo de Steffey,  
Commissioner District 1



Lisa Naito,  
Commissioner District 3

Serena Cruz,  
Commissioner District 2



Lonnie Roberts,  
Commissioner District 4



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

### Board Clerk Use Only

Meeting Date: 01/20/05  
 Agenda Item #: R-3  
 Est. Start Time: 10:00 AM  
 Date Submitted: 01/12/05

### BUDGET MODIFICATION: -

**RESOLUTION Establishing a Multnomah County Guidance Team and  
 Confirming the Members of the Guidance Team to Assure the Integrity and  
 Agenda Credibility of Multnomah County's Priority-Based Budget Process for Fiscal  
 Title: Year 2005**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date Requested:</b>	<u>January 20, 2005</u>	<b>Time Requested:</b>	<u>2 mins</u>
<b>Department:</b>	<u>Non-Departmental</u>	<b>Division:</b>	<u>Co Serena Cruz, District 2</u>
<b>Contact(s):</b>	<u>Mary Carroll</u>		
<b>Phone:</b>	<u>503-988-5275</u>	<b>Ext.</b>	<u>85275</u>
		<b>I/O Address:</b>	<u>503/600</u>
<b>Presenter(s):</b>	<u>Serena Cruz</u>		

### General Information

**1. What action are you requesting from the Board?**

Approve the appointment of the members of the Guidance Team for the Multnomah County's FY 05 Priority Based Budget process.

**2. Please provide sufficient background information for the Board and the public to understand this issue.**

Multnomah County's Priority-Based Budget process involves many key players, both inside and outside the County, to support the Chair and Board through the FY 2006 budget. A key part of the process is the Guidance Team, whose role will be to assure the integrity and credibility of the Budget Priority Setting process; to provide feedback to the Outcome Teams, Design Team and BCC at key stages on the quality of work and the degree to which the work meets expectations; and to give feedback about the overall process and recommendations.

**3. Explain the fiscal impact (current year and ongoing).**

The Guidance Team will assure the integrity and credibility of the FY05 Priority-Based Budget process and provide feedback to the Outcome Teams and the Board of County Commissioners.

**4. Explain any legal and/or policy issues involved.**

The Board of County Commissioners has adopted six Priorities Outcomes that will guide the budget decisions for FY05

**5. Explain any citizen and/or other government participation that has or will take place.**

The Guidance Team consists of key community members from across the county.

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**Required Signatures**

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**Department/  
Agency Director:**



**Date:** 01/12/05

**Budget Analyst:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

**Department HR:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

**Countywide HR:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. \_\_\_\_\_**

Establishing a Multnomah County Guidance Team and Confirming the Members of the Guidance Team to Assure the Integrity and Credibility of Multnomah County's Priority-Based Budget Process for Fiscal Year 2005

**The Multnomah County Board of Commissioners Finds:**

- a. In August, 2004, The Board of County Commissioners approved the creation of a Design Team to prepare budgetary information on the County's programs and priorities to make recommendations to the Board about the potential repeal of the tax and sunset of the tax.
- b. In October, 2004, the Board adopted six Priority Outcomes for Multnomah County government.
- c. The Board is committed to a Priority-Based Budget for fiscal year 2005.
- d. A key part of the Priority-Based Budget Process will be the creation of a Guidance Team, consisting of key community members to assure the integrity and credibility of the process.

**The Multnomah County Board of Commissioners Resolves:**

1. A Multnomah County Guidance Team is established to provide feedback to the Outcome Teams about their strategy maps and selection strategies.
2. The Guidance Team will provide feedback and advice to the Board of County Commissioners on the component and future use of the Priority-Based Budget process.
3. The members of the Guidance Team are confirmed as follows:

Jeanne McPherson, Multnomah County Citizen Involvement Committee Representative  
Don Washburn, Citizens Crime Commission, Retired Airline Executive  
Vicki Phillips, Superintendent, Portland Public Schools  
Donna Oden-Orr, Attorney, Bonneville Power Association, Library Advisory Board  
Hiroshi Morihara, President, Persimmon Golf and Country Club

Brent Stewart, President and CPO, United Way  
Tim Grewe, City of Portland, CAO, Office of Management and Finance  
Sheila Martin, Director of Institute of Portland Metro Studies, Portland State University  
Rick Fernandez, Board member, Housing Authority of Portland  
Observer: Bob Caldwell, Editorial Page Editor, Oregonian

ADOPTED this 20th day of January, 2005.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON



By \_\_\_\_\_  
Agnes Sowle, County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 05-016**

Establishing a Multnomah County Guidance Team and Confirming the Members of the Guidance Team to Assure the Integrity and Credibility of Multnomah County's Priority-Based Budget Process for Fiscal Year 2005

**The Multnomah County Board of Commissioners Finds:**

- a. In August, 2004, The Board of County Commissioners approved the creation of a Design Team to prepare budgetary information on the County's programs and priorities to make recommendations to the Board about the potential repeal of the tax and sunset of the tax.
- b. In October, 2004, the Board adopted six Priority Outcomes for Multnomah County government.
- c. The Board is committed to a Priority-Based Budget for fiscal year 2005.
- d. A key part of the Priority-Based Budget Process will be the creation of a Guidance Team, consisting of key community members to assure the integrity and credibility of the process.

**The Multnomah County Board of Commissioners Resolves:**

1. A Multnomah County Guidance Team is established to provide feedback to the Outcome Teams about their strategy maps and selection strategies.
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Donna Oden-Orr, Attorney, Bonneville Power Association, Library Advisory Board

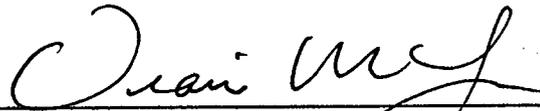
Hiroshi Morihara, President, Persimmon Golf and Country Club

Brent Stewart, President and CPO, United Way  
Tim Grewe, City of Portland, CAO, Office of Management and Finance  
Sheila Martin, Director of Institute of Portland Metro Studies, Portland State University  
Rick Fernandez, Board member, Housing Authority of Portland  
Observer: Bob Caldwell, Editorial Page Editor, Oregonian

ADOPTED this 20th day of January, 2005.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
\_\_\_\_\_  
Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
\_\_\_\_\_  
Agnes Sowle, County Attorney



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST**

**Board Clerk Use Only**

Meeting Date: 01/20/05  
 Agenda Item #: R-4  
 Est. Start Time: 10:05 AM  
 Date Submitted: 01/12/05

**BUDGET MODIFICATION:** -

**Agenda Title:** **RESOLUTION Requiring All County Contractors to Remain Neutral in any Campaign to Organize Employees into Union Shops and Bargain Collectively**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date Requested:</b>	<u>January 20, 2005</u>	<b>Time Requested:</b>	<u>15 mins</u>
<b>Department:</b>	<u>Non-Departmental</u>	<b>Division:</b>	<u>Co Serena. Cruz, District 2</u>
<b>Contact(s):</b>	<u>Mary Carroll</u>		
<b>Phone:</b>	<u>503-988-5275</u>	<b>Ext.</b>	<u>85275</u>
		<b>I/O Address:</b>	<u>503/600</u>
<b>Presenter(s):</b>	<u>Commissioner Serena Cruz</u>		

**General Information**

1. **What action are you requesting from the Board?**  
 Approve the resolution.
2. **Please provide sufficient background information for the Board and the public to understand this issue.**  
 The Board passed Resolution 01-010 in Support of Collective Bargaining on January 25, 2001. This Resolution directs the Chair to include a provision in all County contracts that will require employers to remain neutral in any campaigns of their employees to organize into unions or engage in collective bargaining.
3. **Explain the fiscal impact (current year and ongoing).**
4. **Explain any legal and/or policy issues involved.**
5. **Explain any citizen and/or other government participation that has or will take place.**

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**Required Signatures**

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**Department/  
Agency Director:**

*Severus Cruz*

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**Date:** 01/12/05

**Budget Analyst:**

---

**Date:**

---

**Department HR:**

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**Date:**

---

**Countywide HR:**

---

**Date:**

---

**BOGSTAD Deborah L**

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**From:** CARROLL Mary P  
**Sent:** Tuesday, January 11, 2005 1:25 PM  
**To:** BOGSTAD Deborah L  
**Subject:** FW: Contracting Resolution

I'll get this to you today

Mary Carroll  
Executive Assistant  
Commissioner Serena Cruz  
501 SE Hawthorne Blvd. Suite 600  
Portland OR 97214  
(503)988-5275 phn (503)988-5440 fax  
[mary.p.carroll@co.multnomah.or.us](mailto:mary.p.carroll@co.multnomah.or.us)

-----Original Message-----

**From:** CRUZ Serena M  
**Sent:** Tuesday, January 11, 2005 10:51 AM  
**To:** ROJO DE STEFFEY Maria; NAITO Lisa H; LINN Diane M; ROBERTS Lonnie J  
**Cc:** CARROLL Mary P; ROMERO Shelli D; NAITO Terri W; BALL John; WALKER Gary R; THOMAS John S; SOWLE Agnes; BOGSTAD Deborah L  
**Subject:** Contracting Resolution

All of us have been very involved and supportive of the Parry Center workers. After meeting with them a few weeks ago, I reviewed our policies and realized that though we had passed supportive labor language in a prior resolution, we had not incorporated those policies into our contracting language. I'm attaching the draft of a resolution that will incorporate prior Board statements and resolutions into the boiler plate language of all contracts. Specifically, I am asking that we direct the chair to incorporate language that would require any contractor with the County to be neutral with regard to union organizing activities and to require them to bargain in good faith where a union exists.

Please let me know if you have any questions, proposed changes, or if you would like to sign on to it. I'm hoping to place it on the agenda tomorrow at noon.

Thanks!

Serena

*Serena Cruz*  
Multnomah County Commissioner, District 2  
501 SE Hawthorne Blvd., Ste. 600  
Portland, OR 97214  
503-988-5219 (phone)  
503-988-5440 (fax)  
<http://www.co.multnomah.or.us/cc/ds2>

1/11/2005

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 01-010**

Support for Organizing and Collective Bargaining

**The Multnomah County Board of Commissioners Finds:**

- a) Employees' rights to form or join a union should continue to be protected by Federal and Oregon state laws.
- b) The State of Oregon's number one benchmark is quality jobs for all Oregonians.
- c) Unionized employees generally earn more than their non-represented counter-parts thus supporting the County's goal of reducing poverty.
- d) Unionized employees are more likely to receive comprehensive health insurance benefits thus supporting the County's goal of increasing access to health services.
- e) Unions provide employees with a voice on the job and can encourage job innovation, productivity growth and improved morale as demonstrated by the labor management cooperation for quality improvement within Multnomah County government.
- f) Unions have contributed to the growth of democracy, the well-being of America's working families and our communities generally.

**The Multnomah County Board of Commissioners Resolves:**

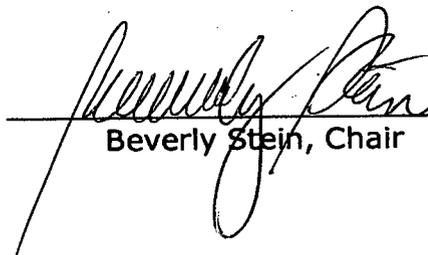
- 1) We support the efforts of working people in our community who seek to unionize to better their conditions of employment.
- 2) We call on all employers within our community to provide their employees the opportunity to freely choose whether or not to unionize.
- 3) We call on all employers to clearly communicate to their employees that they are neutral on their employees' choice, and will deal fairly with any union that employees may select.

- 4) We call on all employers to abide by their employees' decision and to bargain in good faith when a majority has, through appropriate processes, indicated their desire to be represented by a union.

ADOPTED this 25th day of January, 2001.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Beverly Stein, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Thomas Sponsler, County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. \_\_\_\_\_

Requiring All County Contractors to Remain Neutral in any Campaign to Organize Employees into Union Shops and Bargain Collectively

**The Multnomah County Board of Commissioners Finds:**

- a. Multnomah County supports the rights of working people in our community who seek to unionize and bargain collectively to better the conditions of their employment.
- b. In 2001, the Multnomah County Board of Commissioners approved Resolution 01-010 supporting union organizing and collective bargaining and called on all employers within our community to clearly communicate to their employees that they are neutral on the employees' choice whether to form a union and will deal fairly with any union that employees may select.
- c. Multnomah County Board of County Commissioners acts as the Multnomah County Public Contract Review Board pursuant to ORS 279.055.
- d. Multnomah County has a compelling governmental interest in prohibiting interference with employees' rights to form or maintain a union and bargain collectively by County contractors.

**The Multnomah County Board of Commissioners Resolves:**

1. It is the policy of Multnomah County that all contractors doing business with the County shall agree to remain neutral with respect to any campaign to organize the contractor's employees into a union shop and that contractor will bargain in good faith with all unions representing contractor's employees.
2. The Chair is directed to include a provision in all County contracts requiring contractors to remain neutral with respect to any campaign to organize the contractor's employees into a union shop and requiring contractors to bargain in good faith with all unions representing contractor's employees.

ADOPTED this 20th day of January, 2005.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

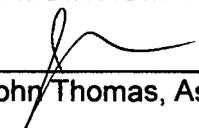
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Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By

  
\_\_\_\_\_  
John Thomas, Assistant County Attorney

#1

MULTNOMAH COUNTY BOARD OF COMMISSIONERS  
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk  
\*\*\*This form is a public record\*\*\*

MEETING DATE: 1-20-05

SUBJECT: R-4 resolution for county Contractors to remain neutral

AGENDA NUMBER OR TOPIC: R-4

FOR:  AGAINST:  THE ABOVE AGENDA ITEM

NAME: Molly Malone

ADDRESS: 1625 NW 25th Ave

CITY/STATE/ZIP: PDV, OR 97210

PHONE: DAYS: 503-348-2335 EVES: \_\_\_\_\_

EMAIL: \_\_\_\_\_ FAX: \_\_\_\_\_

SPECIFIC ISSUE: \_\_\_\_\_

WRITTEN TESTIMONY: \_\_\_\_\_

**IF YOU WISH TO ADDRESS THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

**IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

#2

MULTNOMAH COUNTY BOARD OF COMMISSIONERS  
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk  
\*\*\*This form is a public record\*\*\*

MEETING DATE: 1/20/05

SUBJECT: Resolution

AGENDA NUMBER OR TOPIC: R-4

FOR: X AGAINST: \_\_\_\_\_ THE ABOVE AGENDA ITEM

NAME: Becky Steward

ADDRESS: 10400 SE Cook Ct #164

CITY/STATE/ZIP: Portland, OR 97222

PHONE: \_\_\_\_\_ DAYS: X29676 EVES: 788-2692

EMAIL: county e-mail FAX: \_\_\_\_\_

SPECIFIC ISSUE: Resolution requiring all County Contractors to Remain Neutral —

WRITTEN TESTIMONY:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IF YOU WISH TO ADDRESS THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

**IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

#3

MULTNOMAH COUNTY BOARD OF COMMISSIONERS  
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk  
\*\*\*This form is a public record\*\*\*

MEETING DATE: 1/20

SUBJECT: R4 requiring county contractors  
to remain neutral

AGENDA NUMBER OR TOPIC: \_\_\_\_\_

FOR: X AGAINST: \_\_\_\_\_ THE ABOVE AGENDA ITEM

NAME: Maya Butler

ADDRESS: 821 NE 70th Ave

CITY/STATE/ZIP: Portland OR

PHONE: DAYS: 503-236-5573 EVES: 503-256-6738

EMAIL: \_\_\_\_\_ FAX: \_\_\_\_\_

SPECIFIC ISSUE: \_\_\_\_\_

WRITTEN TESTIMONY: \_\_\_\_\_

**IF YOU WISH TO ADDRESS THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

**IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

# 4

MULTNOMAH COUNTY BOARD OF COMMISSIONERS  
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk  
\*\*\*This form is a public record\*\*\*

MEETING DATE: 1/20/2004

SUBJECT: Requiring County Contractors to  
Remain Neutral in any...

AGENDA NUMBER OR TOPIC: R-4 Resolution

FOR:  AGAINST:  THE ABOVE AGENDA ITEM

NAME: Matt Swanson

ADDRESS: 3580 SE Harrison St

CITY/STATE/ZIP: Portland, OR 97214

PHONE: DAYS: 303 881 4529 EVES: same

EMAIL: m.swanson@unions-america.com FAX:

SPECIFIC ISSUE: Freedom to form unions

WRITTEN TESTIMONY: Not available at this time

**IF YOU WISH TO ADDRESS THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

**IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

#5

MULTNOMAH COUNTY BOARD OF COMMISSIONERS  
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk  
\*\*\*This form is a public record\*\*\*

MEETING DATE: 1/20/05

SUBJECT: *[handwritten mark]*

AGENDA NUMBER OR TOPIC: R-4

FOR:  AGAINST:  THE ABOVE AGENDA ITEM

NAME: Bryan Lally

ADDRESS: 4403 SE Boise

CITY/STATE/ZIP: Portland

PHONE: DAYS: 961-5490 EVES: \_\_\_\_\_

EMAIL: BLALLY@AFSCMECN75.com FAX: \_\_\_\_\_

SPECIFIC ISSUE: Parry Center strike, Resolution R-4

WRITTEN TESTIMONY:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IF YOU WISH TO ADDRESS THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

**IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 05-017**

Requiring All County Contractors to Remain Neutral in any Campaign to Organize Employees into Union Shops and Bargain Collectively

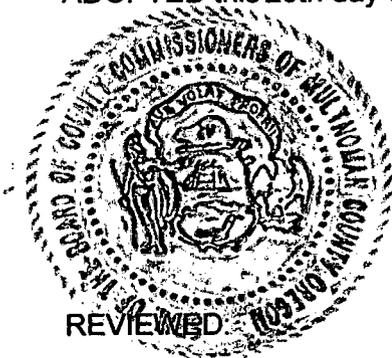
**The Multnomah County Board of Commissioners Finds:**

- a. Multnomah County supports the rights of working people in our community who seek to unionize and bargain collectively to better the conditions of their employment.
- b. In 2001, the Multnomah County Board of Commissioners approved Resolution 01-010 supporting union organizing and collective bargaining and called on all employers within our community to clearly communicate to their employees that they are neutral on the employees' choice whether to form a union and will deal fairly with any union that employees may select.
- c. Multnomah County Board of County Commissioners acts as the Multnomah County Public Contract Review Board pursuant to ORS 279.055.
- d. Multnomah County has a compelling governmental interest in prohibiting interference with employees' rights to form or maintain a union and bargain collectively by County contractors.

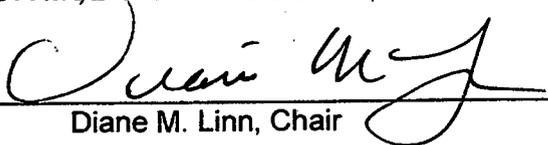
**The Multnomah County Board of Commissioners Resolves:**

1. It is the policy of Multnomah County that all contractors doing business with the County shall agree to remain neutral with respect to any campaign to organize the contractor's employees into a union shop and that contractor will bargain in good faith with all unions representing contractor's employees.
2. The Chair is directed to include a provision in all County contracts requiring contractors to remain neutral with respect to any campaign to organize the contractor's employees into a union shop and requiring contractors to bargain in good faith with all unions representing contractor's employees.

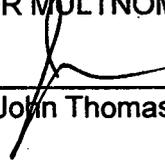
ADOPTED this 20th day of January, 2005.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Diane M. Linn, Chair

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By 

John Thomas, Assistant County Attorney



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST**

**Board Clerk Use Only**

**Meeting Date:** 01/20/05  
**Agenda Item #:** R-5  
**Est. Start Time:** 10:15 AM  
**Date Submitted:** 01/12/05

**BUDGET MODIFICATION:** -

<b>Agenda Title:</b>	<b>RESOLUTION Approving a Lease of Real Property from Unico Properties, Inc. for Property Located at 421 SW Oak Street, Portland, Oregon</b>
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*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date</b>	January 20, 2005	<b>Time</b>	5 minutes
<b>Requested:</b>		<b>Requested:</b>	
<b>Department:</b>	Business and Community Services	<b>Division:</b>	FPM
<b>Contact(s):</b>	Doug Butler, Matt Newstrom, Michael Sublett		
<b>Phone:</b>	503 988-4149	<b>Ext.</b>	84149
		<b>I/O Address:</b>	274
<b>Presenter(s):</b>	Doug Butler, Patricia Pate		

**General Information**

**1. What action are you requesting from the Board?**

The Department of Business and Community Services requests the Board approve a Lease with Unico Properties, Inc. for 99,478 square feet in the Lincoln Building located at 421 SW Oak Avenue, Portland, Oregon, and to authorize the Chair to sign the lease agreement on behalf of the County.

The Department of Business and Community Services, Facilities and Property Management Division recommends adoption of the Resolution.

Expedited treatment was requested through the Agenda Review Committee.

**2. Please provide sufficient background information for the Board and the public to understand this issue.**

Multnomah County leases approximately 110,000 square feet of office space in the Commonwealth Building, located at 421 SW Sixth Avenue, Portland, Oregon ("Commonwealth") under three leases expiring on June 30, 2005. Programs of the Department of County Human Services and the Office

of School and Community Partnerships are the primary tenants. There are some smaller non-departmental and support uses, as well. In June, 2004, the Facilities and Property Management Division commenced an intensive and in-depth analysis of space needs for the Commonwealth Building tenancy. This process included a complete review of the County tenancy at the Commonwealth, including physical, operational, and financial issues. In October, 2004, a County contractor issued on the County's behalf, a Lease Terms Solicitation that outlined the basic parameters of the County's space needs. It was distributed to hundreds of landlords, owners, brokers, and developers with properties in Multnomah County. After selected building tours and initial space planning, three properties were sent detailed Lease Terms Solicitation letters: the Commonwealth Building; the Lincoln Building (421 SW Oak); and, Montgomery Park (2701 NW Vaughn Street). Responses were received from all three building owners/representatives. Detailed space planning, financial sensitivity analysis, and operational and programmatic development was conducted on all three responses with a final round of negotiations giving each contender the opportunity to present their best offer.

The Unico offer for the Lincoln Building is the preferred option for the current programs in the Commonwealth Building in addition to approximately 60 staff from Floor 14 of the Portland Building. The compelling lease financials are detailed in Section 3, below. Unico (Landlord), owner of the adjacent of the U.S. Bank Tower, issued a Lease Terms Letter dated January 10, 2005, contemporaneously with the scheduled execution of a Purchase and Sale Agreement for the Lincoln Building with Qwest, the current building owner. Unico has scheduled closing the transaction on July 1, 2005, coincident with, but not dependent upon, the proposed County leasehold. The proposed lease financials are favorable for the County because of the unique timing of the County occupancy. Though failure to close and to deliver the Lincoln Building is considered remote, the proposed deal terms include a liquidated damages provision should Unico fail to close or to remove all contingencies. The damages will accrue and be due at the rate of \$3,000 per day (\$90,000 per month) from the time of lease execution to the time of the notice of failure to remove all contingencies.

The lease terms are outlined in the Lease Terms Letter dated January 10, 2005. Major points of the proposed lease include:

**TERM:** Ten (10) years and ten (10) months commencing July 1, 2005, with two five (5) year options at market.

**PREMISES:** 99,478 square feet.

**RENT:** First ten (10) months free. Commencing at \$15.00 per square foot in the first full lease year with a set annual escalation of \$0.50 per year per square foot, or an average of approximately 2.9% per year.

**TENANT IMPROVEMENT:** \$25 per square foot with an additional \$2 per square foot in the sixth year of the lease.

**TERMINATION:** County has three separate termination provisions: 1.) A one-time unilateral right to put to the Landlord 25% of the leased premises at the end of the third year of the lease; 2.) A program termination/lack of funds provision, consistent with current County practice; and, 3.) A Courthouse consolidation termination after year eight of the lease should the County Courthouse be the site of relocation.

**PENALTY:** In addition to the failure to close damages described above, the Landlord shall be liable to the County for the County's holdover expenses at the Commonwealth Building, currently estimated at about \$69,000 per month.

**3. Explain the fiscal impact (current year and ongoing).**

In FY05, there will be no impact on operations budget. One-time-only costs amount to approximately \$1.625 million, which is covered in FPM-04. The Lease has been subjected to a comparative pro forma financial analysis over a period of 130 months, or almost eleven (11) years. Compared to the base case scenario, the proposed lease and moves will save the County approximately \$1.4 million over the first five (5) years of the new lease and \$2.8 million over the first ten (10) years. In addition, the proposed lease facilitates a move from Floor 14 of the Portland Building and its eventual sale.

**4. Explain any legal and/or policy issues involved.**

none

**5. Explain any citizen and/or other government participation that has or will take place.**

none

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**Required Signatures**

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**Department/  
Agency Director:**



**Date:** 01/11/05

**Budget Analyst:**



**Date:** 01/12/05

**Department HR:**

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

**Countywide HR:**

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

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. \_\_\_\_\_

Approving A Lease Of Real Property From Unico Properties, Inc. For Property Located At 421 SW Oak Street, Portland, Oregon.

**The Multnomah County Board of Commissioners Finds:**

- a. Multnomah County leases approximately 110,000 square feet of office space in the Commonwealth Building, located at 421 SW Sixth Avenue, Portland, Oregon under three leases expiring on June 30, 2005. Programs of the Department of County Human Services and the Office of School and Community Partnerships are the primary tenants. In addition, related programs occupy approximately 9,900 square feet on Floor 14 of the Portland Building.
- b. The Facilities and Property Management Division has conducted and overseen an intensive and in-depth analysis of program space needs for the Commonwealth and Portland Building Floor 14 staff, including issuance of a broadly distributed Lease Terms Solicitation in October, 2004.
- c. After detailed space planning, financial sensitivity analysis, and operational and programmatic development, the Facilities and Property Management Division has negotiated the attached Lease Terms Letter, dated January 10, 2005, with Unico Properties, Inc. for lease of approximately 99,478 square feet in a property known as the Lincoln Building located at 421 SW Oak Avenue, Portland, Oregon, ("Property").
- d. It is in the best interests of the County to lease the Property on the terms and conditions set forth in the attached Lease Terms Letter dated January 10, 2005, and to relocate the Commonwealth Building and Portland Building Floor 14 staff to the Property on or about July 1, 2005.

**The Multnomah County Board of Commissioners Resolves:**

1. The Board approves the attached Lease Terms Letter as the basis for a lease of the Property effective on or about July 1, 2005. The County Chair is authorized to execute a final lease substantially conforming to the terms of the attached Lease Terms Letter.
2. The County Chair is authorized to execute additional amendments to the lease without further Board action.

ADOPTED this 20th day of January, 2005.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
John S. Thomas, Deputy County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 05-018**

Approving a Lease of Real Property from Unico Properties, Inc. for Property Located at 421 SW Oak Street, Portland, Oregon

**The Multnomah County Board of Commissioners Finds:**

- a. Multnomah County leases approximately 110,000 square feet of office space in the Commonwealth Building, located at 421 SW Sixth Avenue, Portland, Oregon under three leases expiring on June 30, 2005. Programs of the Department of County Human Services and the Office of School and Community Partnerships are the primary tenants. In addition, related programs occupy approximately 9,900 square feet on Floor 14 of the Portland Building.
- b. The Facilities and Property Management Division has conducted and overseen an intensive and in-depth analysis of program space needs for the Commonwealth and Portland Building Floor 14 staff, including issuance of a broadly distributed Lease Terms Solicitation in October, 2004.
- c. After detailed space planning, financial sensitivity analysis, and operational and programmatic development, the Facilities and Property Management Division has negotiated the attached Lease Terms Letter, dated January 10, 2005, with Unico Properties, Inc. for lease of approximately 99,478 square feet in a property known as the Lincoln Building located at 421 SW Oak Avenue, Portland, Oregon, ("Property").
- d. It is in the best interests of the County to lease the Property on the terms and conditions set forth in the attached Lease Terms Letter dated January 10, 2005, and to relocate the Commonwealth Building and Portland Building Floor 14 staff to the Property on or about July 1, 2005.

**The Multnomah County Board of Commissioners Resolves:**

1. The Board approves the attached Lease Terms Letter as the basis for a lease of the Property effective on or about July 1, 2005. The County Chair is authorized to execute a final lease substantially conforming to the terms of the attached Lease Terms Letter.
2. The County Chair is authorized to execute additional amendments to the lease without further Board action.

ADOPTED this 20th day of January, 2005.

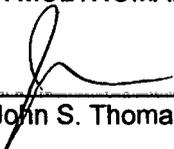


BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
John S. Thomas, Deputy County Attorney



January 10, 2005

111 SW FIFTH AVENUE · SUITE 2120  
PORTLAND, OREGON 97204

Via Electronic Mail

David Reinhart  
*CRESA Partners*  
One SW Columbia, Ste. 1610  
Portland, OR 97258

RE: *Multnomah County - Lincoln Building*

Dear David:

Enclosed for your review are the proposed business final terms regarding a new lease for Multnomah County ("Tenant") at the Lincoln Building. We appreciate the opportunity to provide this proposal and look forward to the possibility of a mutually beneficial relationship with Multnomah County.

Premises	Approximately 99,478 rentable square feet (RSF) in the Lincoln Building.
Measurement Standard	Tenant shall have a one-time right, prior to lease execution, to verify the measurements.
Occupancy	Upon Substantial Completion of the Premises, estimated to be July 1, 2005. In the event, due to Landlord delays, Tenant is unable to occupy the Premises on July 1, 2005, then Landlord shall reimburse Tenant for the hold-over expenses, currently estimated to be \$69,000 per month. Details regarding definitions of Landlord and/or Tenant delays shall be more accurately defined in the Lease.
Early Access	Tenant shall be permitted occupancy concurrent with construction of Tenant Improvements for the purposes of data cabling installation, and furniture installation. Such occupancy shall not trigger commencement.
Lease Term	One Hundred Thirty (130) Months. Tenant shall be granted Two (2) Five Year options at market rates upon Nine (9) Months prior written notice.



**Lease Rate**

The base rental rate, exclusive of real estate taxes, for the term shall be:

- Months 1-10: \$0.00
- Months 11-12: \$15.00 per RSF per Year
- Months 13-24: \$15.50 per RSF per Year
- Months 25-36: \$16.00 per RSF per Year
- Months 37-48: \$16.50 per RSF per Year
- Months 49-60: \$17.00 per RSF per Year
- Months 61-72: \$17.50 per RSF per Year
- Months 73-84: \$18.00 per RSF per Year
- Months 85-96: \$18.50 per RSF per Year
- Months 97-108: \$19.00 per RSF per Year
- Months 109-130: \$19.50 per RSF per Year

**Taxes**

Tenant shall be responsible for its share of Real Estate Taxes. Tenant shall be solely responsible for obtaining an exemption from taxes, and Landlord shall cooperate with Tenant in obtaining an exemption. To the extent Tenant obtains such an exemption, Tenant shall not be liable for payment to Landlord of any additional sum for real property taxes, but shall remain liable for payment of any special assessments for which Tenant does not receive an exemption.

**Incentives**

Tenant shall be permitted to occupy the Premises rent-free for the first ten (10) months of the Lease Term. All moving costs shall be applied against the Tenant Improvement Allowance listed below.

**Tenant Improvements**

Landlord shall tender the lease space to tenant in "as-is" condition. Landlord shall provide tenant with an Improvement Allowance of \$25.00 per rentable foot leased to offset design and construction costs. All design and construction cost overages shall be at Tenant's sole cost and expense. All construction shall be in accordance with terms specified in Landlord's standard work agreement using Landlord's architect, and an approved contractor. Costs associated with final space planning, permitting, construction drawings and Landlord's construction management fee of 3% will be applied against the Improvement Allowance. Any unused allowance may be used towards other costs involved with Tenant's relocation, including moving, cabling, or project management fees.

**Refurbishment Allowance**

Landlord shall provide Tenant with a refurbishment allowance of \$2.00 per rentable square foot in the seventieth month of the Primary Term.



**Base Building  
Improvements**

Landlord will deliver the space in "As-is" condition. Landlord intends to spend considerable dollars to refurbish the building common areas, as well as provide additional seismic upgrades to the Building. It is expressly understood by both parties that these building improvements are substantial in nature and may not be completed prior to occupancy by Tenant.

**Space Planning**

Landlord has provided for an initial space plan and pricing plan for the preparation of an initial construction budget. Any further modifications, value-engineering, and construction documentation shall be applied against the Improvement Allowance.

**Right of First Offer/  
Expansion**

Tenant shall be granted an on-going right of First Offer on any available space in the Building for the entire term of the Lease. For the initial eighteen (18) months of the Primary Term, Tenant shall be entitled to lease additional space under the following terms and conditions:

1. Tenant shall be entitled to lease any expansion space currently vacant and available at Tenant's then current base rental rate.
2. Landlord shall provide a Tenant Improvement Allowance not to exceed \$18.00 per rentable square foot.
3. In the event Landlord receives a bona fide offer for any available space, Tenant shall be offered a Right of Refusal on that space. Tenant must match all terms of that offer, including base rental rate, and Tenant Improvements.

**Partial Termination**

Tenant shall be granted the one-time right, after the thirty-sixth month, to terminate the lease for a portion of the Premises, not to exceed 25% of the total leased Premises. The location of such space shall be subject to approval by Landlord. Upon delivery of notice by Tenant, no later than the end of the twenty-seventh (27<sup>th</sup>) month of the Lease, Tenant shall pay to Landlord a termination fee. The termination fee shall be the unamortized costs involved with the completion of this transaction. Such costs are defined as leasing commissions paid, project management fees paid, any Tenant Improvement Allowance or other monetary allowances paid, and the value of the free rent given on that portion of the Premises. This right is null and void upon exercise of any extension options.



**Termination Due to  
Lack of Funds**

Landlord is agreeable to the termination language proposed with the following clarifications/modifications/limitations:

1. Notice is within thirty (30) days of final budget approval action by the County Council, and the effective date of Termination is Nine (9) months from the date of notice to Landlord.
2. If notice is not given pursuant to #1, then Tenant specifically waives its rights to terminate until the following budget year.
3. The termination fee shall be the greater of (i) twelve (12) months base rent and additional rent for that portion of the Premises, or (ii) unamortized costs involved with the completion of this transaction.
4. Tenant may invoke this right only with respect to the department or user group eliminated due to the budget constraints.
5. This right is null and void upon exercise of any extension options.

More specific language shall be determined in final lease negotiations.

**Termination Due to  
Courthouse  
Consolidation**

Tenant shall be granted the one-time right after year eight to terminate this lease due to the exclusive purpose of consolidating into the Multnomah County Courthouse located at 1021 SW Fourth Avenue. Tenant shall provide twelve (12) months written notice, accompanied by an early termination penalty equal to unamortized costs involved with the completion of this transaction.

**Operating Expenses**

The base rental includes operating expenses for the calendar year 2006. Escalations for operating expenses shall be payable as additional rent beginning the first calendar year after the base year. Building will be grossed up to 95% occupancy.

**Security Deposit**

None

**HVAC**

Landlord shall provide building standard heating, ventilation and air conditioning Monday through Friday between the hours of 7am and 6pm, and Saturday from 8am to 1pm. Landlord will maintain a minimum temperature of 68 degrees, and a maximum of 75 degrees. Overtime air conditioning is available and the cost shall be passed on to Tenant at Landlord's actual cost. Landlord shall maintain the building HVAC system, the cost of which shall be included in operating expenses. Any costs to modify distribution, or add capacity as a result of Tenant's use or design of the Premises shall be applied against the Improvement Allowance.

**ADA Compliance**

Landlord shall be responsible for complying with all applicable building codes and regulations for the common areas of the Building. Tenant shall be responsible for complying with all applicable building codes and regulations for the Premises.

- Signage** Building standard graphics shall be installed on the building directory and at the entrance to Tenant's suite(s). If Landlord and Tenant agree to the construction and/or designation of an exclusive exterior entrance for Tenant's use, appropriate signage shall be permitted designating such entrance.
- Building Ownership** Unico Properties will hold an ownership interest in the Lincoln Building, as well as provide Management and Leasing services. The exact ownership structure is yet to be determined.
- Emergency Power** A backup generator is on-site to provide for emergency power in the event of a power failure. Tenant shall be entitled to hook-up to the generator, at its sole cost and expense for critical systems.
- Parking** Tenant shall be entitled to rent its pro-rata share of parking in the basement of the building at market rates. In addition, abundant parking is available in the U.S. Bancorp Tower garage, (also owned by Landlord) adjacent to the Lincoln Building at market rates.
- Indemnity & Insurance** Exact terms and conditions regarding indemnity and insurance will be determined in final lease negotiations.
- Timeline** Landlord fully intends to close on the purchase of the Lincoln Building. Should Landlord fail to close on the purchase, or remove all contingencies, Landlord shall be liable to Tenant for liquidated damages. The amount of damages shall be determined as follows: The rate of \$3,000.00 per day (\$90,000 per month) for each day after mutual lease execution, until such time as Landlord notifies Tenant that it has removed all contingencies to the close of escrow on the Lincoln Building, or has terminated the purchase contract. (i.e. if the lease execution date is February 1<sup>st</sup>, and the Landlord terminates the purchase contract on March 1<sup>st</sup>, Landlord would be liable to Tenant for \$84,000 (28 days)). Once Landlord has notified Tenant that it has removed all contingencies, Landlord will have no obligation to Tenant under this clause. Landlord intends to remove all contingencies prior to execution of the lease document.
- Professional Representation** Unico Properties, Inc recognizes CRESA Partners in this transaction as Tenant's real estate representative and agrees to pay them a commission pursuant to a separate agreement.
- Conditions Precedent** This proposal is an outline of the material terms of our proposed transaction. We expect to negotiate a lease agreement, which will be generally consistent with this letter. This proposal shall not constitute a formal agreement, is subject to the full execution of a mutually acceptable lease, availability of the space and the approval of the transaction by building ownership and any lender.



If the attached terms meet your approval, please sign and return a copy of the document as acknowledgment of your acceptance. This proposal stands valid until January 20, 2005. Lease documents are being prepared for your review. If you have any questions, please do not hesitate to call me at 503-425-6707.

Sincerely,

Brian Pearce  
General Manager

**AGREED AND ACCEPTED**

BY:

FOR: MULTNOMAH COUNTY

REVIEWED:  
AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY  
BY:   
DATE: 1/24/05

APPROVED : MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-5 DATE 01-20-05  
DEBORAH L. BOGSTAD, BOARD CLERK



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST**

**Board Clerk Use Only**

<b>Meeting Date:</b>	<u>01/20/05</u>
<b>Agenda Item #:</b>	<u>R-6</u>
<b>Est. Start Time:</b>	<u>10:20 AM</u>
<b>Date Submitted:</b>	<u>01/12/05</u>

**BUDGET MODIFICATION:** -

<b>Agenda Title:</b>	<b>RESOLUTION Approving First Amendment to a Real Property Lease and Purchase Option Agreement with the Housing Authority of Portland at the Peninsula Building, Located at 7220 North Lombard Street, Portland, Oregon</b>
----------------------	---

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date</b>	<u>January 20, 2005</u>	<b>Time</b>	<u>5 minutes</u>
<b>Requested:</b>	<u>Business and Community Services</u>	<b>Requested:</b>	<u>FPM</u>
<b>Department:</b>	<u>Business and Community Services</u>	<b>Division:</b>	<u>FPM</u>
<b>Contact(s):</b>	<u>Michael Sublett, Doug Butler</u>		
<b>Phone:</b>	<u>503 988-4149</u>	<b>Ext.</b>	<u>84149</u>
		<b>I/O Address:</b>	<u>274</u>
<b>Presenter(s):</b>	<u>Doug Butler, Michael Sublett</u>		

**General Information**

**1. What action are you requesting from the Board?**

The Department of Business and Community Services requests the Board amend the Lease and Purchase Option Agreement with The Housing Authority of Portland at the Peninsula Building, located At 7220 North Lombard Street, Portland, Oregon, and to authorize the Chair to sign the lease amendment on behalf of the County.

The Department of Business and Community Services, Facilities and Property Management Division recommends adoption of the Resolution.

Expedited treatment was requested through the Agenda Review Committee.

**2. Please provide sufficient background information for the Board and the public to understand this issue.**

The Housing Authority of Portland currently leases from Multnomah County and has a purchase option for the Peninsula Building, approximately 7,309 square feet located at 7220 North Lombard Street, Portland, Oregon. The lease expires in August, 2006. Because of a severe reduction in Federal funding, the Housing Authority of Portland has reduced financial resources and real estate needs. The Property was previously identified as a candidate for disposition in the Multnomah

County Facilities Portfolio Consolidation and Disposition Strategy dated October, 2004 and adopted by Resolution 04-168 dated November 18, 2004. The Property was declared surplus in Resolution 03-114, dated July 31, 2003, which authorized the original Lease and Purchase Option. Multnomah County and the Housing Authority of Portland have negotiated an Amendment to the Lease and Purchase Option Agreement which gives the tenant an early termination date of October 31, 2005. In exchange, Multnomah County has a unilateral sixty (60) day early termination notice commencing June 1, 2005. In addition, the Housing Authority of Portland relinquishes its Purchase Option. Finally, the Housing Authority agrees to make best efforts to assist Multnomah County in disposing of the property. These provisions in the Amendment will greatly assist in the disposition of the property, allowing the County to fully market the property during the last nine (9) months of a rental term, rather than the last two months.

**3. Explain the fiscal impact (current year and ongoing).**

The termination date of October 31, 2005, will mean a reduction in revenue of approximately \$52,000 in FY06. The Housing Authority of Portland made tenant improvements of approximately \$34,000 which will remain with the property. The County intends to dispose of the property in FY06.

**4. Explain any legal and/or policy issues involved.**

none

**5. Explain any citizen and/or other government participation that has or will take place.**

The Facilities and Property Management Division will commence the surplus property process for the Property as adopted by Resolution 04-185 dated December 9, 2004. This process includes the posting of a "Notice of Surplus Property" sign on the property for 45 days to gather public comment on the disposition of the property.

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**Required Signatures**

---

**Department/  
Agency Director:**



**Date:** 01/11/05

**Budget Analyst:**



**Date:** 01/12/05

**Department HR:**

**Date:**

**Countywide HR:**

**Date:**

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. \_\_\_\_\_

Approving First Amendment To A Real Property Lease And Purchase Option Agreement With The Housing Authority Of Portland At The Peninsula Building, Located At 7220 North Lombard Street, Portland, Oregon.

**The Multnomah County Board of Commissioners Finds:**

- a. The Housing Authority of Portland currently leases from Multnomah County and has a purchase option for the Peninsula Building, approximately 7,309 square feet located at 7220 North Lombard Street, Portland, Oregon, (Property).
- b. The Housing Authority of Portland has experienced severe reductions in Federal funding, reducing its financial resources and its real estate needs.
- c. The Housing Authority of Portland has invested approximately \$34,000 in tenant improvements to the Peninsula Building, all of which will be retained by the County at the Property.
- d. The Property was previously identified as a candidate for disposition in the Multnomah County Facilities Portfolio Consolidation and Disposition Strategy dated October, 2004 and adopted by Resolution 04-168 dated November 18, 2004. The Property was previously declared surplus in Resolution 03-114 dated July 31, 2003.
- e. Multnomah County and the Housing Authority of Portland desire to amend the Lease and Purchase Option Agreement by changing the termination date to October 31, 2005, with a unilateral sixty (60) day early termination notice by Multnomah County commencing June 1, 2005. In addition, the Housing Authority of Portland relinquishes its Purchase Option and agrees to make best efforts to assist Multnomah County in disposing of the property.
- f. It is in the best interests of the County to amend the Lease and Purchase Option Agreement for the Property on the terms and conditions set forth in the attached Amendment.

**The Multnomah County Board of Commissioners Resolves:**

1. The Board approves the attached Amendment. The County Chair is authorized to execute an Amendment substantially in the form attached to this Resolution.
2. The County Chair is authorized to execute additional amendments to the Lease and Purchase Option Agreement without further Board action.
3. The Facilities and Property Management Division is directed to commence the surplus property process for the Property as adopted by Resolution 04-185 dated December 9, 2004.

ADOPTED this 20th day of January, 2005.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
John S. Thomas, Deputy County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 05-019**

Approving First Amendment to a Real Property Lease and Purchase Option Agreement with the Housing Authority of Portland at the Peninsula Building, Located at 7220 North Lombard Street, Portland, Oregon

**The Multnomah County Board of Commissioners Finds:**

- a. The Housing Authority of Portland currently leases from Multnomah County and has a purchase option for the Peninsula Building, approximately 7,309 square feet located at 7220 North Lombard Street, Portland, Oregon, (Property).
- b. The Housing Authority of Portland has experienced severe reductions in Federal funding, reducing its financial resources and its real estate needs.
- c. The Housing Authority of Portland has invested approximately \$34,000 in tenant improvements to the Peninsula Building, all of which will be retained by the County at the Property.
- d. The Property was previously identified as a candidate for disposition in the Multnomah County Facilities Portfolio Consolidation and Disposition Strategy dated October, 2004 and adopted by Resolution 04-168 dated November 18, 2004. The Property was previously declared surplus in Resolution 03-114 dated July 31, 2003.
- e. Multnomah County and the Housing Authority of Portland desire to amend the Lease and Purchase Option Agreement by changing the termination date to October 31, 2005, with a unilateral sixty (60) day early termination notice by Multnomah County commencing June 1, 2005. In addition, the Housing Authority of Portland relinquishes its Purchase Option and agrees to make best efforts to assist Multnomah County in disposing of the property.
- f. It is in the best interests of the County to amend the Lease and Purchase Option Agreement for the Property on the terms and conditions set forth in the attached Amendment.

**The Multnomah County Board of Commissioners Resolves:**

1. The Board approves the attached Amendment. The County Chair is authorized to execute an Amendment substantially in the form attached to this Resolution.
2. The County Chair is authorized to execute additional amendments to the Lease and Purchase Option Agreement without further Board action.
3. The Facilities and Property Management Division is directed to commence the surplus property process for the Property as adopted by Resolution 04-185 dated December 9, 2004.

ADOPTED this 20th day of January, 2005.



AGNES SOWLEY, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_

John S. Thomas, Deputy County Attorney

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Diane M. Linn, Chair

## FIRST AMENDMENT TO SUBLEASE

**BETWEEN: MULTNOMAH COUNTY, OREGON**  
**Facilities and Property Management**  
**401 N. Dixon Street**  
**Portland, OR 97227**

**LANDLORD**

**AND: Housing Authority of Portland**  
**135 SW Ash Street**  
**Portland, OR 97204**

**TENANT**

By a Sublease dated August 4, 2003 and commencing August 18, 2003, Tenant subleased from Landlord certain space at the facility known as the "Blanchard Education Service Center" located at 401 North Dixon Street and the adjacent parking lot in the 1700 Block of North Flint Street,, "Flint Street Parking Lot" Portland, Oregon,. The parties agree to amend the Sublease as follows:

### **A. Amended Terms and Conditions:**

1. Effective November 1, 2004 the "Premises" description, recited immediately preceding Section 1 of the Sublease dated August 4, 2003, is deleted and replaced with the following:

"A portion of the Flint Street Lot including the wood-framed Storage Building, the Shed, and 11 parking spaces, all as shown on Exhibit B."

### **2. Section 1: Occupancy, Sub-section 1.1 Term**

The parties agree that the sublease shall terminate on terminate January 31, 2005.

**3. Section 1: Occupancy, Sub-section 1.2 Renewal Option** shall be deleted in its entirety.

**4. Section 2: Rent and Moving Costs**, Effective November 1, 2004, Section 2 of the original sublease shall not apply and shall be replaced with the following:

"Effective November 1, 2004, Tenant shall pay to Landlord as rent the sum of \$674.89 per month."

### **5. Section 3: Permitted Use**

The first sentence of Section 3.1 is deleted and replaced with the following:

"The premises shall be used for parking purposes."

6. Exhibits. Exhibits A and C of the original lease are deleted.

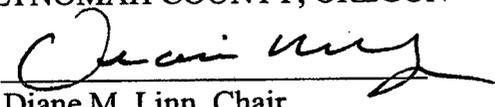
**B. Remainder of Agreement:**

Except as expressly amended herein, all other terms and conditions of the Lease shall remain in full force and effect.

**C. Effective Date:**

The effective date of this amendment is November 1, 2004.

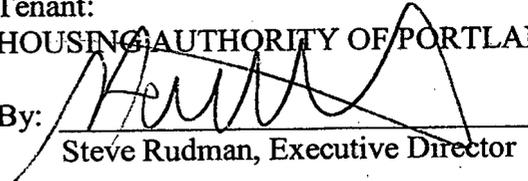
Landlord:  
MULTNOMAH COUNTY, OREGON

By: 

Diane M. Linn, Chair

Date: 1-20-05

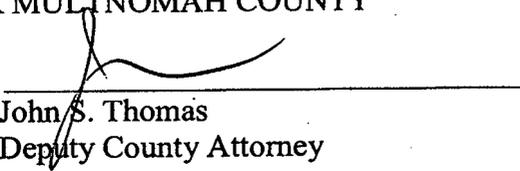
Tenant:  
HOUSING AUTHORITY OF PORTLAND

By: 

Steve Rudman, Executive Director

Date: 1-05-05

Reviewed  
AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY

By: 

John S. Thomas  
Deputy County Attorney

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R.7 DATE 01-20-05  
DEBORAH L. BOGSTAD, BOARD CLERK



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST**

**Board Clerk Use Only**

**Meeting Date:** 01/20/05  
**Agenda Item #:** R-7  
**Est. Start Time:** 10:25 AM  
**Date Submitted:** 01/12/05

**BUDGET MODIFICATION:** -

<b>Agenda Title:</b>	<b>RESOLUTION Approving a First Amendment to a Real Property Sublease to the Housing Authority of Portland at the Blanchard Educational Service Center Located at 401 North Dixon Street, Portland, Oregon</b>
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*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date</b>	January 20, 2005	<b>Time</b>	5 minutes
<b>Requested:</b>		<b>Requested:</b>	
<b>Department:</b>	Business and Community Services	<b>Division:</b>	FPM
<b>Contact(s):</b>	Michael Sublett, Doug Butler		
<b>Phone:</b>	503 988-4149	<b>Ext.</b>	84149
		<b>I/O Address:</b>	274
<b>Presenter(s):</b>	Doug Butler, Michael Sublett		

**General Information**

**1. What action are you requesting from the Board?**

The Department of Business and Community Services requests the Board amend the Sublease with the Housing Authority of Portland at The Blanchard Educational Service Center Located at 401 North Dixon Street, Portland, Oregon, and to authorize the Chair to sign the lease amendment on behalf of the County.

The Department of Business and Community Services, Facilities and Property Management Division recommends adoption of the Resolution.

Expedited treatment was requested through the Agenda Review Committee.

**2. Please provide sufficient background information for the Board and the public to understand this issue.**

The Housing Authority of Portland currently subleases approximately 3,549 square feet of space in the Blanchard Center and adjacent parking lot facilities from Multnomah County located at 401 North Dixon Street, Portland, Oregon. Multnomah County leases space in the Blanchard Educational Service Center from the Portland Public Schools. Because of a severe reduction in

Federal funding, the Housing Authority of Portland has reduced financial resources and real estate needs. Multnomah County and the Housing Authority of Portland negotiated a first amendment to their sublease by changing the termination date for the occupancy of the Blanchard Center space effective October 31, 2004, and the termination date for the adjacent parking lot facilities effective January 31, 2005. The original termination date was August 17, 2006. It is in the best interests of the County to execute the amendment and regain control of the space. The Housing Authority of Portland has invested approximately \$147,000 in tenant improvements in the Blanchard Center and parking lot facilities, all of which will be retained by the County at the Property. Facilities and Property Management Division is repositioning the space as part of a planning process for the approximately 50,000 square foot County leasehold at Blanchard.

**3. Explain the fiscal impact (current year and ongoing).**

The Amendment will result in a reduction in FY05 revenues of approximately \$32,000 and a reduction in revenues of approximately \$43,000 in FY06. The tenant invested approximately \$147,000 in property improvements. Facilities and Property Management Division intends to fill the space with a County tenant.

**4. Explain any legal and/or policy issues involved.**

none

**5. Explain any citizen and/or other government participation that has or will take place.**

none

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**Required Signatures**

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**Department/  
Agency Director:**



**Date:** 01/11/05

**Budget Analyst:**



**Date:** 01/12/05

**Department HR:**

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

**Countywide HR:**

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

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. \_\_\_\_\_

Approving A First Amendment To A Real Property Sublease To The Housing Authority Of Portland At The Blanchard Educational Service Center Located At 401 North Dixon Street, Portland, Oregon.

**The Multnomah County Board of Commissioners Finds:**

- a. The Housing Authority of Portland currently subleases approximately 3,549 square feet of space in the Blanchard Center and adjacent parking lot facilities from Multnomah County located at 401 North Dixon Street, Portland, Oregon, (Property).
- b. The Housing Authority of Portland has experienced severe reductions in Federal funding, reducing its financial resources and its real estate needs.
- c. The Housing Authority of Portland has invested approximately \$147,000 in tenant improvements to the Blanchard Center and parking lot facilities, all of which will be retained by the County at the Property.
- d. Multnomah County and the Housing Authority of Portland desire to amend the Sublease by changing the termination date for the occupancy of the Blanchard Center space effective October 31, 2004, and the termination date for the adjacent parking lot facilities effective January 31, 2005.
- e. It is in the best interests of the County to amend the Sublease for the Property on the terms and conditions set forth in the attached Amendment.

**The Multnomah County Board of Commissioners Resolves:**

1. The Board approves the attached Amendment. The County Chair is authorized to execute an Amendment substantially in the form attached to this Resolution.
2. The County Chair is authorized to execute additional amendments to the lease without further Board action.

ADOPTED this 20th day of January, 2005.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON.

By  \_\_\_\_\_  
John S. Thomas, Deputy County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 05-020**

Approving a First Amendment to a Real Property Sublease to the Housing Authority of Portland at the Blanchard Educational Service Center Located at 401 North Dixon Street, Portland, Oregon

**The Multnomah County Board of Commissioners Finds:**

- a. The Housing Authority of Portland currently subleases approximately 3,549 square feet of space in the Blanchard Center and adjacent parking lot facilities from Multnomah County located at 401 North Dixon Street, Portland, Oregon, (Property).
- b. The Housing Authority of Portland has experienced severe reductions in Federal funding, reducing its financial resources and its real estate needs.
- c. The Housing Authority of Portland has invested approximately \$147,000 in tenant improvements to the Blanchard Center and parking lot facilities, all of which will be retained by the County at the Property.
- d. Multnomah County and the Housing Authority of Portland desire to amend the Sublease by changing the termination date for the occupancy of the Blanchard Center space effective October 31, 2004, and the termination date for the adjacent parking lot facilities effective January 31, 2005.
- e. It is in the best interests of the County to amend the Sublease for the Property on the terms and conditions set forth in the attached Amendment.

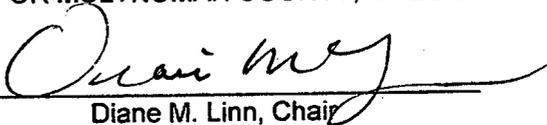
**The Multnomah County Board of Commissioners Resolves:**

1. The Board approves the attached Amendment. The County Chair is authorized to execute an Amendment substantially in the form attached to this Resolution.
2. The County Chair is authorized to execute additional amendments to the lease without further Board action.

ADOPTED this 20th day of January, 2005.



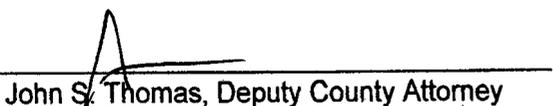
BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By

  
John S. Thomas, Deputy County Attorney

## FIRST AMENDMENT TO SUBLEASE

**BETWEEN: MULTNOMAH COUNTY, OREGON**  
**Facilities and Property Management**  
**401 N. Dixon Street**  
**Portland, OR 97227**

**LANDLORD**

**AND: Housing Authority of Portland**  
**135 SW Ash Street**  
**Portland, OR 97204**

**TENANT**

By a Sublease dated August 4, 2003 and commencing August 18, 2003, Tenant subleased from Landlord certain space at the facility known as the "Blanchard Education Service Center" located at 401 North Dixon Street and the adjacent parking lot in the 1700 Block of North Flint Street, "Flint Street Parking Lot" Portland, Oregon. The parties agree to amend the Sublease as follows:

### **A. Amended Terms and Conditions:**

**1. Effective November 1, 2004 the "Premises" description, recited immediately preceding Section 1 of the Sublease dated August 4, 2003, is deleted and replaced with the following:**

"A portion of the Flint Street Lot including the wood-framed Storage Building, the Shed, and 11 parking spaces, all as shown on Exhibit B."

### **2. Section 1: Occupancy, Sub-section 1.1 Term**

The parties agree that the sublease shall terminate on terminate January 31, 2005.

**3. Section 1: Occupancy, Sub-section 1.2 Renewal Option shall be deleted in its entirety.**

**4. Section 2: Rent and Moving Costs, Effective November 1, 2004, Section 2 of the original sublease shall not apply and shall be replaced with the following:**

"Effective November 1, 2004, Tenant shall pay to Landlord as rent the sum of \$674.89 per month."

### **5. Section 3: Permitted Use**

The first sentence of Section 3.1 is deleted and replaced with the following:

"The premises shall be used for parking purposes."

6. Exhibits. Exhibits A and C of the original lease are deleted.

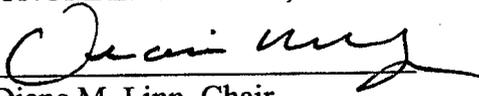
**B. Remainder of Agreement:**

Except as expressly amended herein, all other terms and conditions of the Lease shall remain in full force and effect.

**C. Effective Date:**

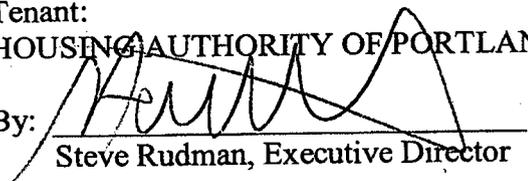
The effective date of this amendment is November 1, 2004.

Landlord:  
MULTNOMAH COUNTY, OREGON

By:   
Diane M. Linn, Chair

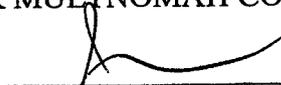
Date: 1-20-05

Tenant:  
HOUSING AUTHORITY OF PORTLAND

By:   
Steve Rudman, Executive Director

Date: 1-05-05

Reviewed  
AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY

By:   
John S. Thomas  
Deputy County Attorney

APPROVED : MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R.T DATE 01-20-05  
DEBORAH L. BOGSTAD, BOARD CLERK



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST**

**Board Clerk Use Only**

**Meeting Date:** 01/20/05  
**Agenda Item #:** R-8  
**Est. Start Time:** 10:30 AM  
**Date Submitted:** 01/12/05

**BUDGET MODIFICATION:** -

<b>Agenda Title:</b>	<b>RESOLUTION Approving an Agreement to Lease Real Property to the City of Portland at the Portland Building, Located at 1120 SW Fifth Avenue, Portland, Oregon</b>
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*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date Requested:</b>	January 20, 2005	<b>Time Requested:</b>	5 minutes
<b>Department:</b>	Business and Community Services	<b>Division:</b>	FPM
<b>Contact(s):</b>	Michael Sublett, Doug Butler		
<b>Phone:</b>	503 988-4149	<b>Ext.:</b> 84149	<b>I/O Address:</b> 274
<b>Presenter(s):</b>	Doug Butler, Michael Sublett		

**General Information**

**1. What action are you requesting from the Board?**

The Department of Business and Community Services requests the Board approve an agreement with the City of Portland to lease surplus space in the Portland Building, 1120 SW Fifth Avenue, Portland, Oregon, and to authorize the Chair to sign the lease agreement on behalf of the County.

The Department of Business and Community Services, Facilities and Property Management Division recommends adoption of the Resolution.

Expedited treatment was requested through the Agenda Review Committee.

**2. Please provide sufficient background information for the Board and the public to understand this issue.**

Multnomah County has a perpetual lease for Floors 14 and 15 at the Portland Building, located at 1120 SW Fifth Avenue, Portland, Oregon, under an agreement entered into with the City of Portland on January 22, 1981. By Resolution 04-169, dated November 18, 2004, Facilities and Property

Management Division was authorized to offer Portland Building Floors 14 and 15 for sale or lease. Multnomah County and the City of Portland have negotiated an Agreement to lease surplus space on Floor 14 at the same total rent that Multnomah County pays the City of Portland under the perpetual lease agreement. The subject Agreement provides for approximately one half of Floor 14 (8,804 square feet of space plus pro rata common area) to be made available to the City in January, 2005, with the balance to be made available to the City (9,650 square feet of space plus pro rata common area) in June, 2005. The term of the Agreement is until June 30, 2008. There is an early termination provision exercisable by either the County or the City with 120 days notice or by completion of the sale of Floor 14 by the County to the City. The County continues to negotiate a sale of Floor(s) 14 and/or 15 to the City.

**3. Explain the fiscal impact (current year and ongoing).**

The Agreement will be effective upon the date possession is delivered to the City of Portland in January, 2005. The lease payments credited to the County under the lease will total \$15,731 per month for the first portion of Floor 14 made available in January, 2005. FY05 lease credits under the agreement will result in a reduction in expenses of approximately \$79,000. The remainder of Floor 14 is anticipated to be delivered July 1, 2005, once the Commonwealth Building replacement is ready for occupancy. The replacement costs for staff involved in that move are included in the Commonwealth analysis. The total monthly reduction in lease expenses at the Portland Building, Floor 14, will total \$32,979 per month, or \$395,748 in FY06.

**4. Explain any legal and/or policy issues involved.**

none

**5. Explain any citizen and/or other government participation that has or will take place.**

none

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**Required Signatures**

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**Department/  
Agency Director:**



**Date:** 01/11/05

**Budget Analyst:**



**Date:** 01/12/05

**Department HR:**

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

**Countywide HR:**

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

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. \_\_\_\_\_

Approving An Agreement To Lease Real Property To The City Of Portland At The Portland Building, Located At 1120 SW Fifth Avenue, Portland, Oregon.

**The Multnomah County Board of Commissioners Finds:**

- a. Multnomah County has a perpetual lease for Floors 14 and 15 at the Portland Building, located at 1120 SW Fifth Avenue, Portland, Oregon, under an agreement entered into with the City of Portland on January 22, 1981 (Property).
- b. By Resolution 04-169 dated November 18, 2004, the Facilities and Property Management Division was authorized to offer Portland Building Floors 14 and 15 for sale or lease.
- c. Multnomah County and the City of Portland have negotiated the attached agreement to lease Floor 14 at the same total rent that Multnomah County pays the City of Portland under the perpetual lease agreement. The agreement provides for approximately one half of Floor 14 (8,804 square feet of space plus pro rata common area) to be made available to the City in January, 2005. The County intends to make available to the City the remainder of Floor 14 (9,650 square feet of space plus pro rata common area) in June, 2005.
- d. The term of the Agreement is until June 30, 2008. There is an early termination provision exercisable by either the County or the City with 120 days notice or by completion of the sale of Floor 14 by the County to the City. The County continues to negotiate a sale of Floor(s) 14 and/or 15 to the City.
- e. It is in the best interests of the County to lease the Property on the terms and conditions set forth in the attached Agreement.

**The Multnomah County Board of Commissioners Resolves:**

1. The Board approves the attached Agreement. The County Chair is authorized to execute an Agreement substantially in the form attached to this Resolution.
2. The County Chair is authorized to execute additional amendments to the Agreement without further Board action.

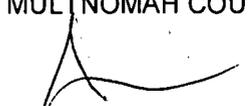
ADOPTED this 20th day of January, 2005.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Diane M. Linn, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By  \_\_\_\_\_  
John S. Thomas, Deputy County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 05-021**

Approving an Agreement to Lease Real Property to the City of Portland at the Portland Building, Located at 1120 SW Fifth Avenue, Portland, Oregon

**The Multnomah County Board of Commissioners Finds:**

- a. Multnomah County has a perpetual lease for Floors 14 and 15 at the Portland Building, located at 1120 SW Fifth Avenue, Portland, Oregon, under an agreement entered into with the City of Portland on January 22, 1981 (Property).
- b. By Resolution 04-169 dated November 18, 2004, the Facilities and Property Management Division was authorized to offer Portland Building Floors 14 and 15 for sale or lease.
- c. Multnomah County and the City of Portland have negotiated the attached agreement to lease Floor 14 at the same total rent that Multnomah County pays the City of Portland under the perpetual lease agreement. The agreement provides for approximately one half of Floor 14 (8,804 square feet of space plus pro rata common area) to be made available to the City in January, 2005. The County intends to make available to the City the remainder of Floor 14 (9,650 square feet of space plus pro rata common area) in June, 2005.
- d. The term of the Agreement is until June 30, 2008. There is an early termination provision exercisable by either the County or the City with 120 days notice or by completion of the sale of Floor 14 by the County to the City. The County continues to negotiate a sale of Floor(s) 14 and/or 15 to the City.
- e. It is in the best interests of the County to lease the Property on the terms and conditions set forth in the attached Agreement.

**The Multnomah County Board of Commissioners Resolves:**

1. The Board approves the attached Agreement. The County Chair is authorized to execute an Agreement substantially in the form attached to this Resolution.
2. The County Chair is authorized to execute additional amendments to the Agreement without further Board action.

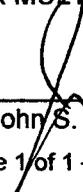
ADOPTED this 20th day of January, 2005.



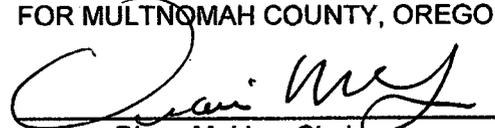
REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By

  
John S. Thomas, Deputy County Attorney

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Diane M. Linn, Chair

## AGREEMENT

This Agreement, made and entered into this 5th day of January 2005, by and between Multnomah County, a home rule subdivision of the State of Oregon, (County) and the City of Portland, a municipal corporation of the State of Oregon, (City).

## RECITALS

City and County entered into a Lease Agreement (hereafter the Lease Agreement) dated January 22, 1981, and amended April 1, 1993, providing that County shall have a right to perpetually lease the 14<sup>th</sup> and 15<sup>th</sup> floors of the Portland Building, located at 1120 SW 5<sup>th</sup> Avenue, Portland, Oregon 97204;

County has declared its interest in the 14<sup>th</sup> and 15<sup>th</sup> floors of The Portland Building as surplus in Resolution 04-169 and intends to sell its interest in those floors to the City;

County and City have agreed in concept on the purchase of the County's interest by the City and completion of a purchase and sale agreement is anticipated by both Lessor and Lessee;

The City requires use of space on the 14<sup>th</sup> floor, and the County is willing to provide possession of part of the space on or about January 1, 2005, and possession of the remaining space on or about June 30, 2005;

## AGREEMENT

The parties agree as follows:

### Section 1. Premises

County agrees to relinquish possession of the 14<sup>th</sup> floor of The Portland Building, 1120 SW Fifth Avenue, Portland, Oregon 97204 and all of its rights thereto under the Lease Agreement, as follows:

- A. On or about January 10, 2005, the area consisting of 8,804 square feet shown on Exhibit A (hereafter, Premises-Part A).
- B. On or about June 30, 2005, the remainder of the 14<sup>th</sup> floor, consisting of 9,650 square feet shown on Exhibit A (hereafter, Premises-Part B).

### Section 2. Term

The term of this Agreement shall commence on delivery of Premises-Part A to City and shall continue through June 30, 2008, unless sooner terminated under the provisions of Section 3.

### Section 3. Early Termination

This Agreement shall terminate upon the completion of the purchase of 14<sup>th</sup> floor of The Portland Building by the City of Portland. This Agreement can be terminated by either party by Notice delivered 120 days in advance of the termination date.

### Section 4. Rent

Rent shall be paid by City to County in the form of a credit on the amount owed by County to City under the Lease Agreement, including common area load factor. Rent for Premises-Part A shall be \$15,731 per month. Rent for Premises-Part A shall commence on the date possession is delivered to the City, prorated for partial months. Rent for Premises-Part B shall be \$17,248 per month. Rent for

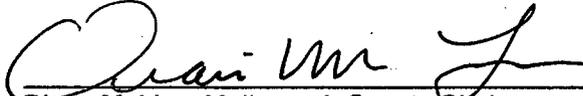
Premises-Part B shall commence on the date possession is delivered to the City, prorated for partial months.

If the amount owed under the Lease Agreement is adjusted, Rent under this agreement shall be adjusted accordingly.

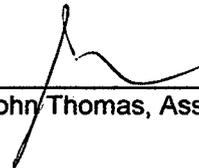
Section 5. Entry Prior to Commencement Date

City shall have the right prior to the possession date to enter Premises-Part A at such reasonable times as designated by County for the purpose of installing the furniture, furnishings, fixtures, equipment and other improvements approved by the County and installed at the City's sole expense.

Lessee:  
Multnomah County

  
\_\_\_\_\_  
Diane M. Linn, Multnomah County Chair

1.20.05  
\_\_\_\_\_  
Date

Reviewed:   
\_\_\_\_\_  
John Thomas, Assistant County Attorney

APPROVED : MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # RB DATE 01.20.05  
DEBORAH L. BOGSTAD, BOARD CLERK

Lessor:  
City of Portland

\_\_\_\_\_  
Ron Bergman, Director, Bureau of General Services

\_\_\_\_\_  
Date

Reviewed: \_\_\_\_\_  
Deputy City Attorney

# Portland Building - 106

1120 SW 5th Avenue  
Portland, OR.97204

① Premises Part A  
8804



② Premises Part B  
9650



Floor Common Area



8804 Premises Part A  
9650 Premises Part B  
2574 Floor Common Area

21028 Total

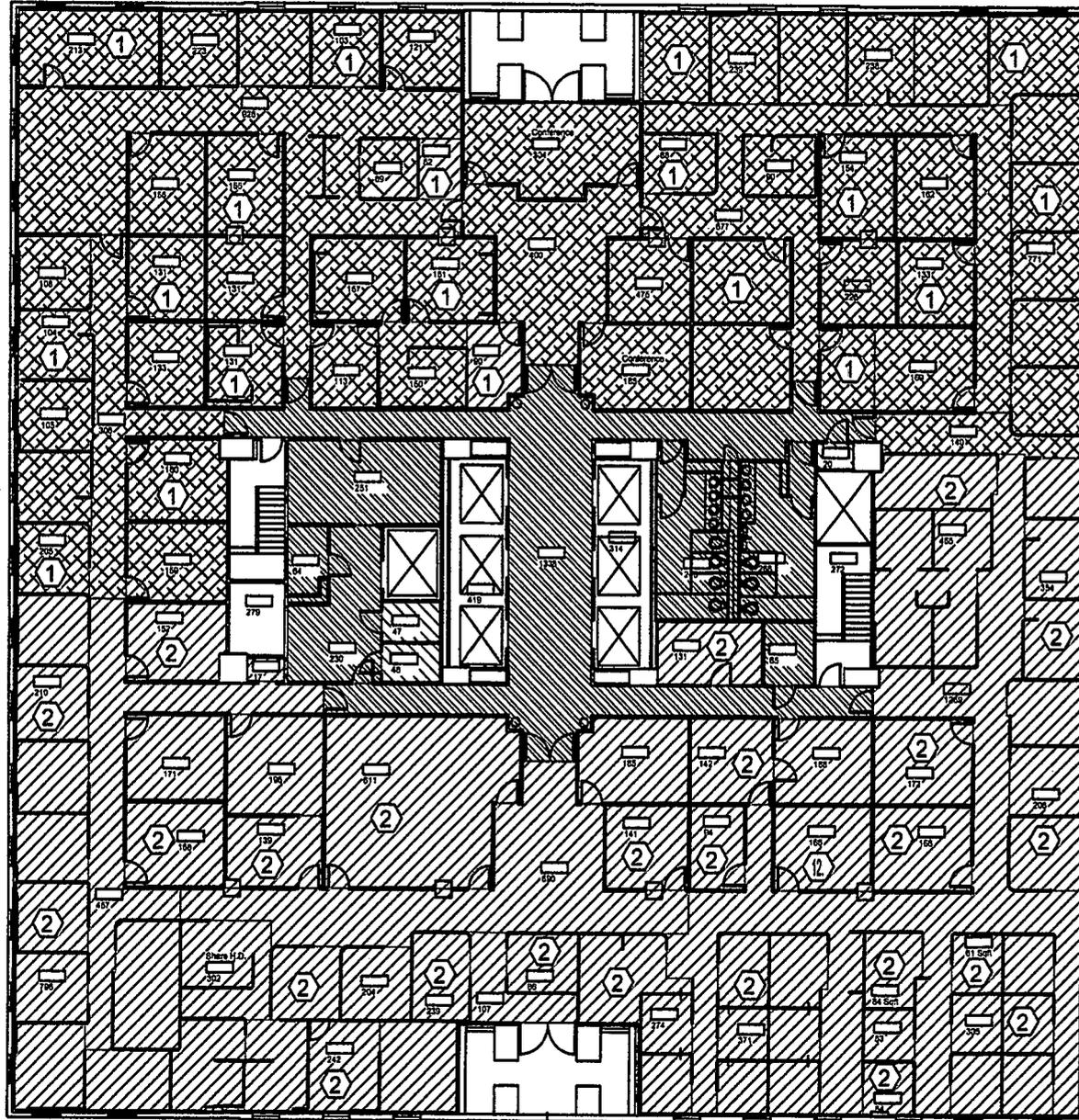


Exhibit A

Fourteenth Floor





**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST**

APPROVED : MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-9 DATE 01-20-05  
DEBORAH L. BOGSTAD, BOARD CLERK

**Board Clerk Use Only**

**Meeting Date:** 01/20/05  
**Agenda Item #:** R-9  
**Est. Start Time:** 10:35 AM  
**Date Submitted:** 01/12/05

**PROJECT REALLOCATION: FPM-04**

**Agenda Title: Reallocation of Facilities Capital Project Funds FPM-04, Multnomah County**  
**Title: Disposition Plan One Time Cost Funding**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date Requested:</b>	<u>January 20, 2005</u>	<b>Time Requested:</b>	<u>15 min</u>
<b>Department:</b>	<u>Business and Community Services</u>	<b>Division:</b>	<u>Facilities &amp; Property Mng.</u>
<b>Contact(s):</b>	<u>Steve Pearson, John Lindenthal</u>		
<b>Phone:</b>	<u>503 988 3278</u>	<b>Ext.:</b> <u>83278</u>	<b>I/O Address:</b> <u>274</u>
<b>Presenter(s):</b>	<u>Doug Butler, Steve Pearson</u>		

**General Information**

**1. What action are you requesting from the Board?**

Requested action is to approve an increase in project authorization of \$1,960,000 for Disposition Strategy related costs. Existing facilities capital projects that are expected to be delayed or administratively delayed and substantively carried over to FY06 have been identified and their budget authority not needed this year are being requested to be transferred to the Disposition Strategy implementation. This request was sent to the Agenda Placement Review Committee for expedited treatment consideration.

**2. Please provide sufficient background information for the Board and the public to understand this issue.**

The Board included the following Budget Note in the FY05 Adopted Budget: "No reallocation of funds from capital or maintenance projects shall occur without review and approval from the Chief Financial Officer. Projects that will exceed their budgeted appropriation in excess of five percent up to \$25,000 will need to be approved by the Chief Financial Officer; over \$25,000 will need to be brought back to the Board for approval. Facilities shall report to the Board on a semi annual basis the progress of capital projects

and the financial status of capital and maintenance projects.” This filing is in response to that requirement and complies with the new County Administrative Procedure, Fin-15, created to implement this process.

In November, 2004 The Board adopted the Disposition Strategy Plan (Resolution 04-168). Additionally, several buildings were declared surplus through the end of November, 2004. The Disposition Strategy Plan is designed to reduce the number of buildings, their cost to the County, and the overall deferred maintenance backlog through a systematic program to relocate programs into more efficient and overall lower cost facilities. The implementation of this program was expected to cause some one-time expenditure needs as well as provide some revenues due to sales of owned properties. The Commonwealth Building move, in particular, will save the County approximately \$1.4 million over the first 5 years of the new lease (\$2.8 million over 10 years). Please see attachment 1 for economics of the proposed move of the Commonwealth building and Portland building 14<sup>th</sup> floor personnel to the Lincoln building.

The Commonwealth building move will require purchasing new furniture with an order date of mid February. This \$1.5 million expenditure (included in the economics on Attachment 1) was unknown and not budgeted by Facilities for FY05, and therefore will require adjustment in capital project authorizations for FY05 (See Attachment 3). This is only the largest of the expenditures for FY05. Attachment 2 shows currently expected resources and expenditures to implement the disposition plan for the remainder of FY05 and for the budget year FY06. The amount transferred to Disposition Implementation in FY05 is proposed to be restored for use by the capital projects in the FY06 budget through transfers of funds and sales of properties.

We have taken a conservative view of the resources to be received from sales of properties by not assuming any revenue receipt for FY05 and attempting to capture all potential expenditures when we think they may occur. This conservative approach should minimize risk to the County and the affected funds since most variances, if occurring, would reduce stress on the funds.

Because there is a requirement to commit to and in many cases spend funds in FY05, we are proposing a \$1,960,000 adjustment to current project expenditures for FY05 for projects that can be delayed into FY06 or for which we expect the projects to be started but not completed and therefore carried over into FY06. The list of projects delayed or expected to be carried over is shown on Attachment 3. We will manage the projects and FY06 budget for Capital Improvement Fund 2507 and Asset Preservation Fund 2509 so that the funds comply with all fiscal requirements.

Note that for purposes of capturing revenues and costs on Attachment 2, we have shown receipts from sales of the Hansen and Edgefield/Multnomah County Correction Facility (MCCF) as being received into Fund 2507 with the proceeds net of one time costs incurred being placed in an “Unappropriated Balance” status.

It is expected that for FY06 there will be an abatement of rent for 10 months for the Lincoln Building lease. Facilities operations is budgeting revenue, and the departments are

budgeting costs as if the lease rate in effect in month 11 of FY06 were in place for the entire budget year. The Facilities operating budget (Fund 3505) will reflect a transfer of \$400,000 to Asset Preservation Fund 2509 and \$700,000 to Capital Improvement Fund 2507 to be used to partially fund the projects shown on Attachment 3 in FY06. Proceeds from sales expected to consummate in FY06 are proposed to be used to make up the difference in Fund 2507. The remaining revenue from the abated rent (about \$100,000) will be used by Facilities Operations (Fund 3505) to partially backstop the fund shortfall occurring from fund revenues declining faster than expenditures in FY06.

**3. Explain the fiscal impact (current year and ongoing).**

Overall fund balance in the Capital Improvement Fund (Fund 2507) and Asset Preservation Fund (Fund 2509) remain the same. The projects (Attachment 3) which will be targeted for deferral or carryover will be funded with new capital (restored funds) in FY06 (as opposed to Beginning Working Capital).

The impact on the County operationally will be huge. It is expected that net expenditures for the County will be reduced by over \$1,000,000 in FY06, with larger savings expected in future years. The need for transitional one time only expenditures is primarily an FY05 issue, while the imbalance of disposition caused changes in revenues and expenditures for the Facilities operating fund (Fund 3505) is projected to be just a FY06 issue.

**4. Explain any legal and/or policy issues involved.**

None

**5. Explain any citizen and/or other government participation that has or will take place.**

None

# ATTACHMENT A

## Budget Modification

If the request is a **Budget Modification**, please answer all of the following in detail:

- What revenue is being changed and why?  
N/A
- What budgets are increased/decreased?  
No budget change except at project level
- What do the changes accomplish?
- Do any personnel actions result from this budget modification? Explain.  
No
- How will the county indirect, central finance and human resources and departmental overhead costs be covered?  
N/A
- Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?  
N/A
- If a grant, what period does the grant cover?  
N/A
- If a grant, when the grant expires, what are funding plans?  
N/A

*NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.*

**ATTACHMENT B**

**PROJECT REALLOCATION: FPM-04**

**Required Signatures**

**Facilities &  
Property  
Management  
Director:**



**Date: 01/11/05**

**Chief Financial  
Officer:**



**Date: 01/12/05**

**Budget Director:**



**Date: 01/12/05**

### Comparison of Costs of Commonwealth Base Case and Lincoln Building Proposals

	Commonwealth Base Case		Lincoln Building	
	Cost	NPV @ 3%	Cost	NPV @ 3%
<b>5-Year Analysis</b>	\$9,825,634	\$9,126,598	\$8,439,543	\$7,966,799
<b>5-Year Savings over Base Case</b>			(\$1,386,092)	(\$1,159,799)
<b>10.83 Year Analysis</b>	\$22,562,083	\$19,076,156	\$19,719,441	\$15,671,450
<b>Life Saving over Base Case</b>			(\$2,842,642)	(\$3,404,706)

**Disposition One Time Only Resources & Expenditures  
Impact on Facilities Fund Needs  
FY05 and FY06**

Attachment 2

	Capital Improvement Fund 2507	Asset Preservation Fund 2509	Remarks
<b>FY05</b>			
<b>Revenue-FY05 Disposition</b>			
From FY05 Adopted Budget	400,000		
<b>Total Resources-FY05</b>	<u>400,000</u>	0	
<b>Expenses-FY05 Disposition</b>			
B166-Commonwealth Lease	1,630,000		Move, Furniture, Tenant Improvement
Other One Time Only Costs	365,000	389,000	
<b>Total Expenditures-FY05</b>	<u>1,995,000</u>	389,000	
<b>Margin-Disposition Resources vs Expenditures</b>	(1,595,000)	(389,000)	
<b>Reduction of FY05 Expenditures (Attachment 3)</b>	(1,560,000)	(400,000)	
<b>Impact on Fund</b>	<u>(35,000)</u>	11,000	
<b>FY06</b>			
<b>Resources-FY06</b>			
Budget Disposition Mini Fund	150,000		
Lincoln Abated Rent	700,000	400,000	
Property Sales	10,825,000		
<b>Total Resources-FY06</b>	<u>11,675,000</u>	400,000	
<b>Expenditures-FY06</b>			
One Time Only Costs	1,530,250		Move, Debt defeasance, Tenant Improvement
Net Proceeds Hansen and MCCF/Edgefield	7,570,000		Unappropriated balance
Capital Compliance Project	750,000		
<b>Total Expenditures-FY06</b>	<u>9,850,250</u>	0	
<b>Margin-Disposition Resources vs Expenditures</b>	1,824,750	400,000	
<b>Restore Authority to Projects carried over/delayed</b>	(1,560,000)	(400,000)	
<b>FY06 Disposition Margin-Resource vs Expenditures</b>	<u>264,750</u>	0	

### FPM Capital Projects Deferred for Disposition One-Time-Only Funding

Fund	WBS Number	Description	Current Budget Available	Deferred/ Available	Notes
2507	CP08.67.03A	Justice Center-HVAC Dist 1-15	\$340,000	\$265,000	Use \$50k to design and bid; \$25k spent on replacing one unit
2507	CP08.03.26	McCoy Roof	\$297,256	\$250,000	Design and bid in FY05
2507	CP08.04.27	MCIJ-HVAC Modification	\$295,035	\$200,000	Carryover of funds to FY06
2507	CP08.28.03A	Gresham Dist Ct-Expansion	\$290,000	\$240,000	Review for FY06
2507	CP08.03.29	Bridge Shop-Masonry Walls	\$100,000	\$50,000	Complete project in FY06
2507	CP08.43.03	MCRC Roof	\$87,175	\$80,000	Assumes FPM-02 and FPM-03 are approved
	"Mini" Funds				Reduce expenditures in FY05; increase FY06 effort
2507	CP08.05.01	ADA-Tier 2 and 3 Buildings	\$218,000	\$150,000	To be included in FY06 budget
2507	CP08.05.06	Siting, Feasibility Studies	\$200,000	\$175,000	Most of this work being done through Disposition Planning
2507	CP08.05.07	A&E Consulting	\$100,000	\$50,000	Expect will have less need in FY05
2507	CP08.05.08	A&E Contracting	\$150,000	\$100,000	Will manage to lower need in FY05
				<b>\$1,560,000</b>	
2509	CP10.04.22	Multnomah Bldg Chillers	\$200,000	\$200,000	Will delay to FY06
2509	CP10.05.25	GCC Roof	\$300,000	\$200,000	Design and bid in FY05
				<b>\$400,000</b>	

**EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with MERLIN.

e	Accounting Unit				Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
	Fund Center	Fund Code	Internal Order	Cost Center						
	70-50	2507			CP08.05.18	60530	325	1,560,325	1,560,000	
	70-50	2507			CP08.03.26	60530	297,256	47,256	(250,000)	
	70-50	2507			CP08.03.29	60530	100,000	50,000	(50,000)	
	70-50	2507			CP08.04.27	60530	295,035	95,035	(200,000)	
	70-50	2507			CP08.05.01	60530	218,000	68,000	(150,000)	
	70-50	2507			CP08.05.06	60530	200,000	25,000	(175,000)	
	70-50	2507			CP08.05.07	60530	100,000	50,000	(50,000)	
	70-50	2507			CP08.05.08	60530	150,000	50,000	(100,000)	
1	70-50	2507			CP08.43.03	60530	87,175	7,175	(80,000)	Assumes FPM-02 and FPM-03 approved
1	70-50	2507			CP08.67.03A	60530	340,000	75,000	(265,000)	
2	70-50	2507			CP08.28.03A	60530	290,000	50,000	(240,000)	
3	70-50	2509			CP10.05.18	60530	0	400,000	400,000	
4	70-50	2509			CP10.04.22	60530	200,000	0	(200,000)	
5	70-50	2509			CP10.05.25	60530	300,000	100,000	(200,000)	
6							0	0	0	
7							0	0	0	
8							0	0	0	
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							0	0	0	GRAND TOTAL



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST**

**Board Clerk Use Only**

**Meeting Date:** 01/20/05  
**Agenda Item #:** R-10  
**Est. Start Time:** 10:45 AM  
**Date Submitted:** 01/12/05

**BUDGET MODIFICATION:** -

**Agenda Title:** **Facilities and Property Management Mid-Year Briefing on Disposition Strategy and Capital**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date Requested:</b>	<u>01/20/05</u>	<b>Time Requested:</b>	<u>45 minutes</u>
<b>Department:</b>	<u>DBCS</u>	<b>Division:</b>	<u>FPM</u>
<b>Contact(s):</b>	<u>Doug Butler, Steve Pearson</u>		
<b>Phone:</b>	<u>503 988-3278</u>	<b>Ext.</b>	<u>83278</u>
		<b>I/O Address:</b>	<u>274/FPM</u>
<b>Presenter(s):</b>	<u>Doug Butler</u>		

**General Information**

**1. What action are you requesting from the Board?**

The Department of Business and Community Services requests time for a briefing on January 20, 2005 to provide status and update for disposition strategy implementation; discuss improvements and initiatives within Facilities, and provide the Capital Construction Update.

**2. Please provide sufficient background information for the Board and the public to understand this issue.**

The Consolidation and Disposition Strategy (Plan), approved in November, 2004, is intended to reduce County costs and enhance delivery of facility services by eliminating buildings no longer needed and consolidating services into more efficient space in the remaining buildings. The implementation plan is at a stage where it is timely to brief the Board on its status.

Additionally, the Facilities Construction budget note requires mid-year reporting. The mid-year FY 05 report is attached.

**3. Explain the fiscal impact (current year and ongoing).**

Fiscal impacts of the disposition plan include an approximate \$1.25 million County ongoing savings in FY 06. Impacts of One Time resources and expenditures are shown on Bud Mod FPM-04 scheduled for Board review on January 20.

**4. Explain any legal and/or policy issues involved.**

**5. Explain any citizen and/or other government participation that has or will take place.**

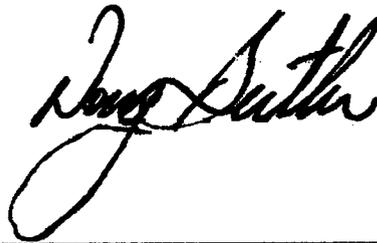
None.

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**Required Signatures**

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**Department/  
Agency Director:**



**Date:** 01/12/05

**Budget Analyst:**



**Date:** 01/12/05

**Department HR:**

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

**Countywide HR:**

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

Date January 12, 2005

To Distribution:

Re: Facilities Capital Report – First Half of FY05

From: John Lindenthal, Capital Projects Manager  
Steve Pearson, Capital Budget Analyst

The Board in a budget note to the FY05 budget stated in part: "Facilities shall report to the Board on a semi annual basis the progress of capital projects and the financial status of capital and maintenance projects." This attachment is in response to that requirement.

Facilities & Property Management (FPM) Capital Program encompasses four County funds. FPM manages some projects within the Justice Bond Fund and the Building Projects Fund. FPM also manages the Capital Improvement Fund, and Asset Preservation Funds.

### **Summary Information**

New funding for Facilities projects for FY05 was primarily from the Asset Preservation fees on Tier 1 buildings (\$1.4 million in Fund 2509) and the Capital Improvement fees on Tier 2 & 3 buildings (\$2.0 million in Fund 2507). Additionally, grants of \$2.0 million each were included for Violent Offender Incarceration/Truth in Sentencing (VOI/TIS) for fire alarm and detention electronics, and Help America Vote Act (HAVA) for upgrades to Election Building. The Justice Bond Fund had a cash transfer of \$4.85 million, and certificate proceeds of \$3.9 million, while the Building Project fund had certificate proceeds of \$1.6 million.

In the Justice Bond Fund (Fund 2500), Facilities is progressing with the Justice Center Fire Alarm Upgrade project.

In the Building Projects Fund (Fund 2504), Facilities is progressing with projects at Yeon Annex and Shop

In Fund 2507, the Capital Improvement Fund (CIP), Facilities has made considerable effort on several projects, chief among them:

- Justice Center Detention Electronics
- Kelly Roof
- Justice Center Terminal Units
- Animal Control Security Fencing

In Fund 2509, the Asset Preservation Fund (AP), Facilities has made considerable progress on the following:

- Multnomah Building Boiler
- Mid County Health Roof (Used 2004 Ending working capital to fund since June, 2004 rains delayed scheduled completion)
- SE Health Roof (Used 2004 Ending working capital to fund since June, 2004 rains delayed scheduled completion)

The HAVA grant has not as yet been released by the State of Oregon so no activity has commenced on that project.

Four major changes to the Facilities budget have been proposed to the Board due to scope changes, overruns, Disposition Implementation funding needs, and emergency requirements:

- FPM-01 Kelly Building Data Center Cooling (Eliminate DCC SE District Office Retaining Wall)-Approved
- FPM-02 Justice Center Chiller Upgrade (Reduce MCRC Roof)-On Agenda 1/13/05
- FPM-03 Justice Center Macerator (Reduce MCRC Roof)-On Agenda 1/13/05
- FPM-04 Disposition One Time Only Fund Transfers (Delay or reflect carryover of multiple projects)-On Agenda 1/20/05

Additionally, changes of less than \$25,000 to project budgets are being reviewed as they occur with the Chief Financial Officer in accordance with the budget note.

#### **“Mini” Fund Projects**

“Mini” funds are funds set aside for specific purpose. Specific projects that fit the criteria are authorized against the adopted “mini” fund balance. Mini funds are tracked separately, and any transfers among them are discussed with the Chief Financial Officer.

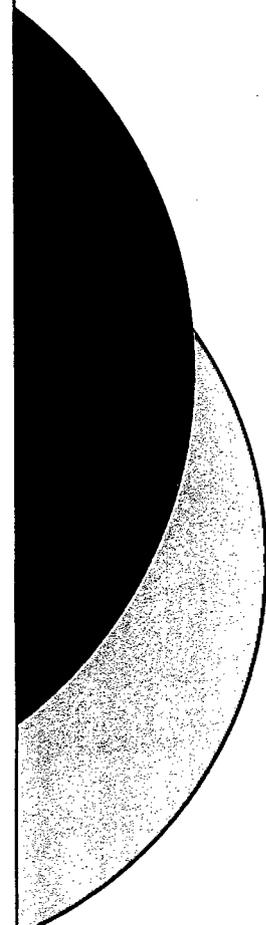
Major activities to date (excluding proposed FPM-04) in Fund 2507 are as follows:

- ADA – \$240k budget, have authorized \$22k for projects to date.
- Security \$50k budget, have authorized \$24k for projects to date.
- A&E Building Systems (Architectural & Engineering-Evaluation of current/new systems)-\$140k budget, \$123k authorized to date; expect the adopted amount to be sufficient for year.
- Building System Emergency Repair (BSER) - \$500k adopted, \$257k authorized to date. Because this mini fund is used for emergencies, it is difficult to predict if the remaining balance will be sufficient for the year.
- Fire/Life/Safety – \$150k adopted; \$28k authorized.
- Dispositions & Moves – \$400k adopted; \$400k authorized. FPM-04, if approved, will transfer \$1.56M to this fund for disposition implementation.

Major activities to date in Fund 2509 regarding mini funds are as follows:

- ADA – \$285k budget; \$10k authorized.
- Security - \$196k budget; \$82 authorized
- Capital Repair & Maintenance - \$168k adopted; \$67k authorized

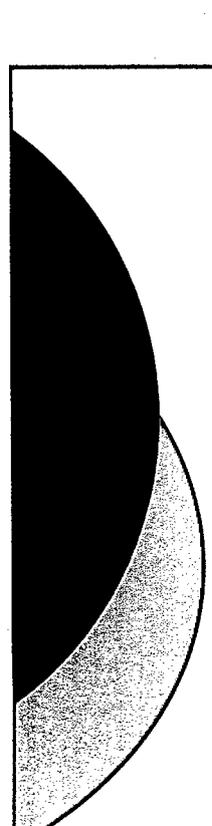
Note: Tier 1 buildings are those which are current on capital maintenance and which are scheduled for retention; Tier 2 are those which deferred maintenance needs but which are planned to be kept; and, Tier 3 are those with significant deferred maintenance which may become candidates for disposition.



# Facilities & Property Management

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Mid-Year Update  
January, 2005



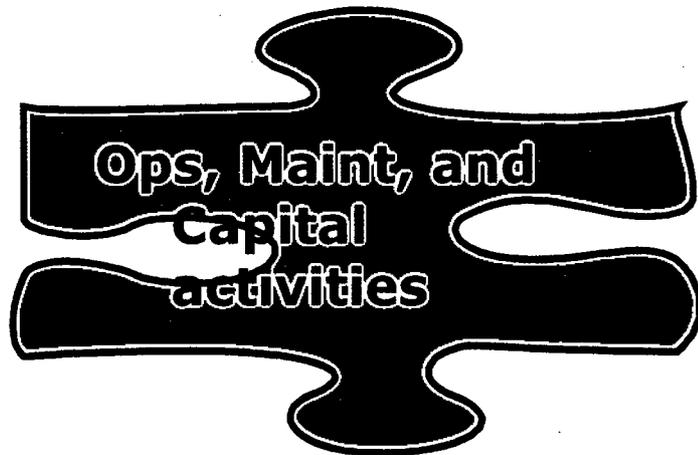
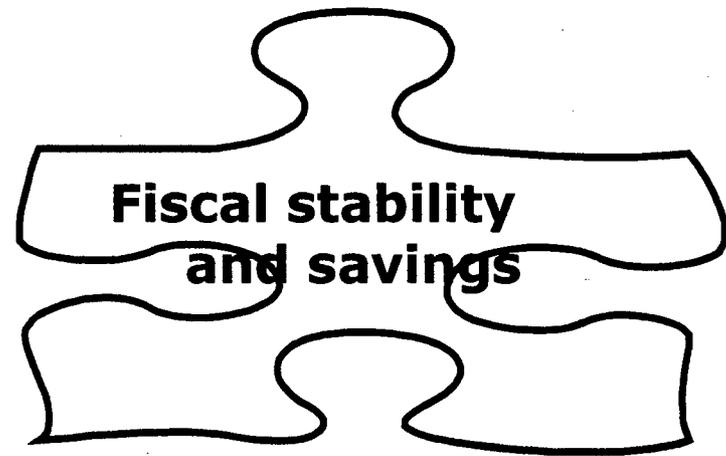
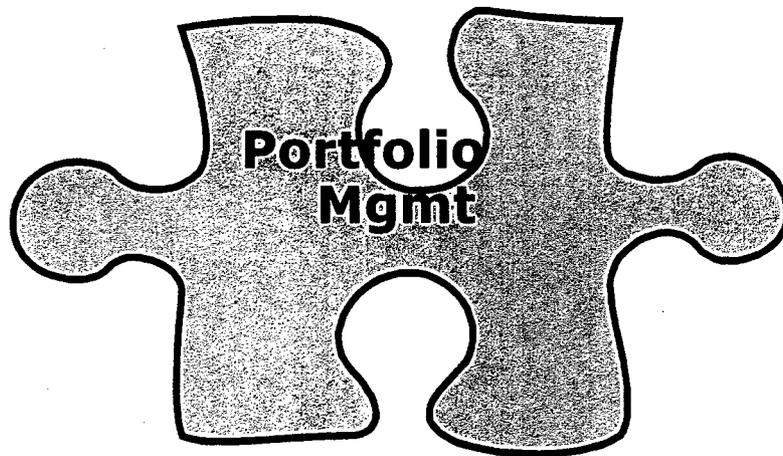
# Why a Mid-Year Update?

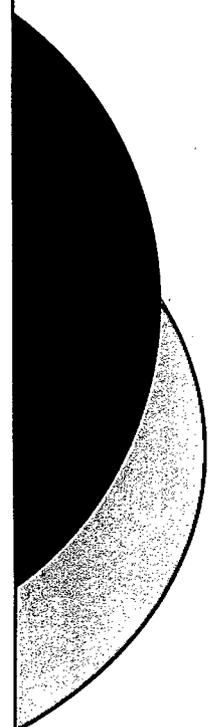
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- Disposition Strategy Implementation
  - Status and Update
- Improvements & Initiatives
- Capital Construction Update

# Components of Facilities Activities

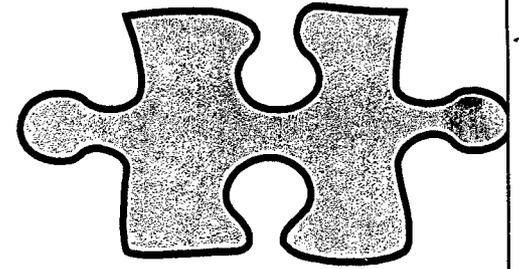
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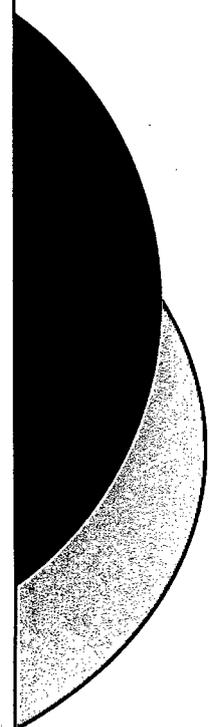


# Portfolio Management

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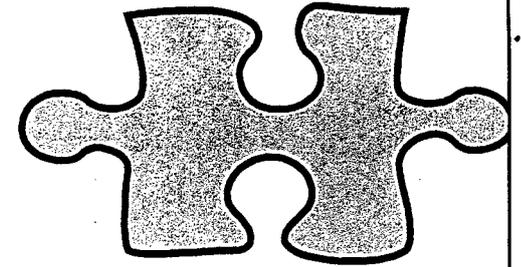


- Courthouse Status Report
- Disposition Strategy Implementation
  - Current property status
  - Operational impacts
  - Measurements
- Commonwealth Lease
- Facilities Master Plan due this Summer
- Lease Management Progress Report

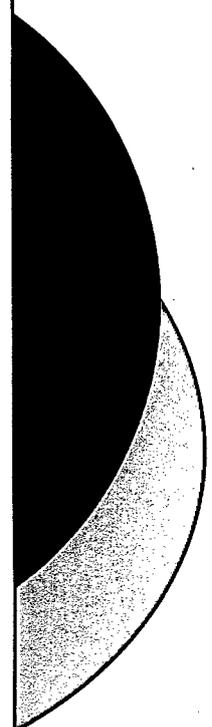


Portfolio Management  
Courthouse Strategies Status Report

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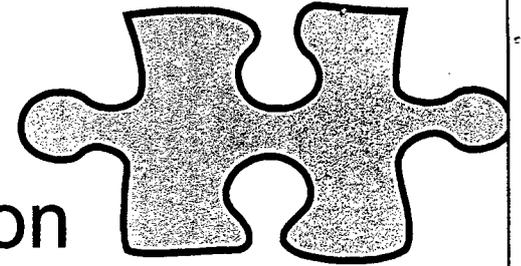
- East County Justice Center
  - Preliminary Planning Proposal scheduled for Board in February
  - Project Plan scheduled for completion September
  - Target is to acquire site and build facility by early 2008
  
- Downtown Courthouse
  - Work group continues to struggle with funding strategy
  - Requires significant assistance from Federal, State, PDC and other sources plus a possible GO Bond
  - Preliminary Planning Proposal to Board in March
  - Interim target is to acquire a site in 2005



Portfolio Management

## Disposition Strategy Implementation

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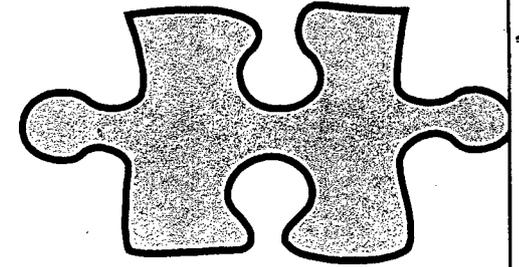


- Implementation of Strategy well underway
  - 18+ Properties in various stages of process
  - Projecting moves of 606 personnel through FY06 (about 14% of total County FTE's)
  
- Costs, revenues, and savings calculated for FY05 and FY06
  
- Bud mod ready for approval to cover One Time Only FY05 expenditures (borrow internally from capital)

# Portfolio Management

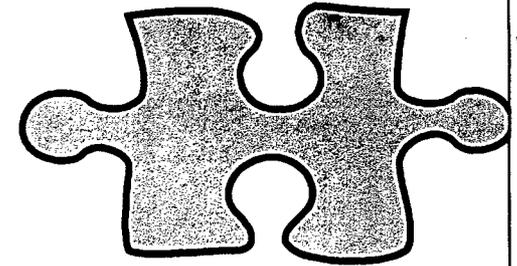
## Properties Currently in Focus

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- Portland Building      Surplus      Lease 14 to Ptid, expect 1/20, sale of 14 & 15 pos. later
- Scholls View Plaza      Leased      Attempting to relocate, expect Spring 05
- Commonwealth      Leased      New lease effective 7/05 to Bd 1/20, move 7/05
- North DSO      Leased      Attempting buyout of lease, move FTE 6/05
- DEXCO      Leased      Attempting buyout of lease, move FTE 6/05
- Blanchard      Leased      Consolidation site, moves Spring 05
- Medical Examiner      Surplus      Out for public comment, disposition proposal 3/05
- S Powelhurst      Leased      Working on 12 month extension to 6/06
- Hansen      Surplus      Out for public comment, disposition proposal 3/05
- MCCF/Edgefield      Surplus      Out for public comment, disposition proposal 3/05
- Hooper      Surplus      Transfer to Central City Concern approved, doing docs
- Peninsula      Surplus      Early lease termination 1/20, then pursue disposition
- Morrison Bldg      Surplus      Working on potential transfer for cemetery
- SE Health      Owned      Consolidation site, moves 6/05
- Powell Villa      Leased      Seeking sub-lessee, relocate FTE 6/05
- Rockwood      Leased      Working on extension to 6/06
- Montavilla      Surplus      Working on potential transfer for vol. library
- Bridgehead lots      Surplus      Working with PDC on sale

# Portfolio Management Disposition Operational Impacts



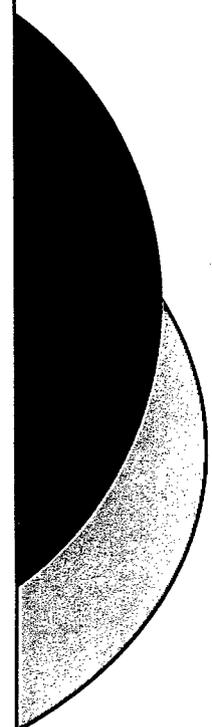
## Summary of Disposition Operational Impacts For FY06 Budget

B#	Own Lease	Bldg SQFT	BLDG NAME	In \$000's		
				FY06 Expense Savings	FY06 External Revenue Benefit	FY06 Revenue Effect on Facilities
106	Lse	37,520	Portland Building	(\$6)	(\$395)	(\$19)
149	Lse	2,204	Scholls View Plaza	\$0		(\$2)
166	Lse	110,372	Commonwealth Building-Replace	(\$400)		(\$424)
226	Lse	10,311	North Disability Services Office	(\$14)		(\$5)
245	Lse	8,661	Dexco Building	(\$125)		(\$177)
274	Lse	39,650	Robert W Blanchard ESD	(\$23)	\$19	\$2
298	Own	754	State Medical Examiner Garage	\$0		\$0
303	Lse	21,610	South Powellhurst Building	(\$26)		\$0
313	Own	31,866	Hansen Building	\$6		\$0
315	Own	10,928	State Medical Examiner	(\$66)		(\$94)
331	Own	23,023	Multnomah County Correctional Facility	(\$89)		(\$135)
339	Lse	490	East Portland Community Center	\$0		\$0
358	Own	16,599	Hooper Memorial Center	(\$60)		(\$122)
393	Own	7,285	Peninsula Building	(\$55)	\$52	(\$52)
412	Own	34,660	Morrison Building	(\$5)		\$0
420	Own	23,385	Southeast Health Center	\$4		\$6
436	Lse	6,865	Powell Villa	(\$1)	(\$64)	(\$67)
454	Lse	3,654	Rockwood Neighborhood Health	(\$1)		\$0
465	Own	5,171	Wikman Building	\$1		\$0
698	Own	4,702	Montavilla Building	(\$4)		\$2
<b>Total Savings</b>				<b>(\$864)</b>	<b>(\$388)</b>	<b>(\$1,084)</b>
<b>Savings Incl External Revenue</b>				<b>(\$1,252)</b>		

Note: Benefit to County is Facilities expenses reduced plus net increase in leases to external clients

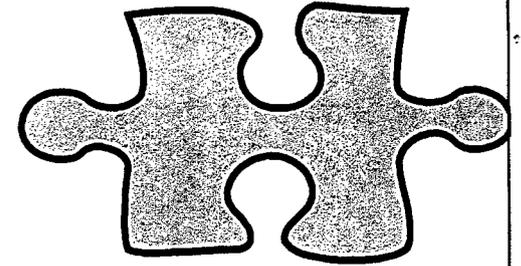
Note: Impact on Facilities is reduction in expenses vs reduction in revenue (or approx \$220,000)

Note: Pre-disposition state assumes backfill of vacancies at buildings 106, 226, 245, 420, and 436



## Portfolio Management Commonwealth Lease

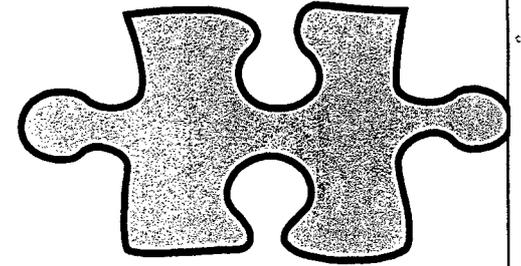
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- Current lease expiration June, 2005
- Lease term solicitation process October, 2004
- Due diligence yielded 3 competitors to house Commonwealth & Portland Bldg 14<sup>th</sup> floor tenants
- Lincoln Building is best proposal
  - Reducing space from 122k to 99k sf (19% reduction)
  - Savings of \$1.7 million (NPV) over 5 years (\$3.4m over 10 yrs)
  - Additional departmental operational savings of \$180,000+
  - Improved layout & environment supports increased productivity and staff morale
- Expect to move over 500 staff June, 2005
- Proposed lease to Board on 1/20

Portfolio Management  
**Disposition Measurements**

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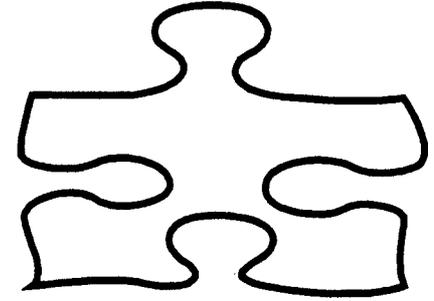


- **Savings to County**
    - Net operating expense
    - Square feet
    - Deferred maintenance
    - Number of buildings
  - **Adherence to budget**
  - **Adherence to schedule**
  - **Customer satisfaction**
- By End of FY06**  
(\$1,250,000)  
(266,000 sq ft)  
(\$6,140,000)  
(20 buildings)
- Compare act cost to budget  
% FTE moved when sched  
Survey

Note: Expense measured from FY05 budget base; other savings measured from end of FY03 forward

# Financial Stability and Savings

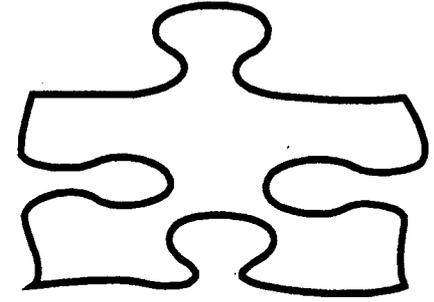
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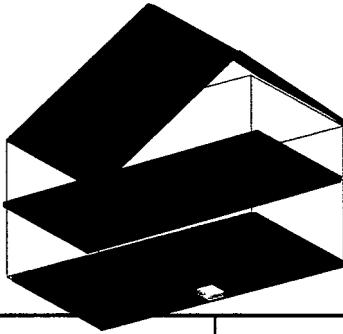
- Operating & CIP rates held constant; AP rate up 8%
- Disposition operating effects
  - County net savings FY06 \$1.1m
  - FPM operations short \$250k (exp vs rev)
- Disposition one time only cost effects
  - Expenditures in FY05 to be covered by shifting capital projects
  - Sales revenues in FY06 allow stabilization of capital project completion
- Financial Risk Management
  - Conservative timing estimate for sales proceeds
  - No revenue assumed for Disposition vacancies

## Financial Stability

# Service Rates over Time



	FY03		FY04		FY05		FY06
Gen Use	4.75	==>	\$5.00		\$5.00		\$5.00
Clinic	5.25		\$5.25		\$5.25		\$5.25
Detention	5.00	==>	\$5.25		\$5.25		\$5.25
Library	5.25		\$5.25		\$5.25		\$5.25
Warehouse	1.75	<==	\$1.00		\$1.00		\$1.00
Shop	0.75	==>	\$1.00		\$1.00		\$1.00
Overhead Rate	6.0%		6.0%		6.0%		6.0%
AP Rate	\$1.65		\$1.65	==>	\$1.80	==>	\$1.95
CIP Rate	\$1.65		\$1.65		\$1.65		\$1.65



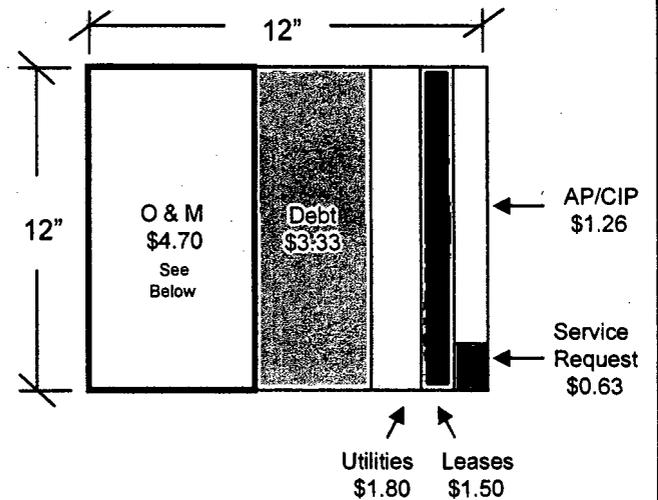
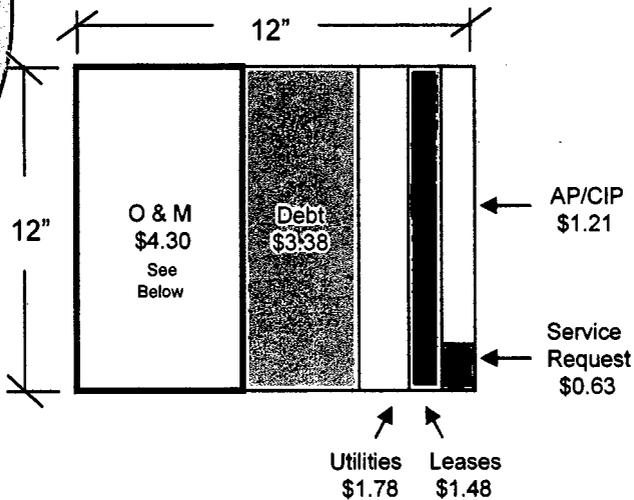
**FY 2005 =**

**\$12.78**  
(Average FY 05)

**FY 2006 =**

**\$13.22**  
(Average FY 06)

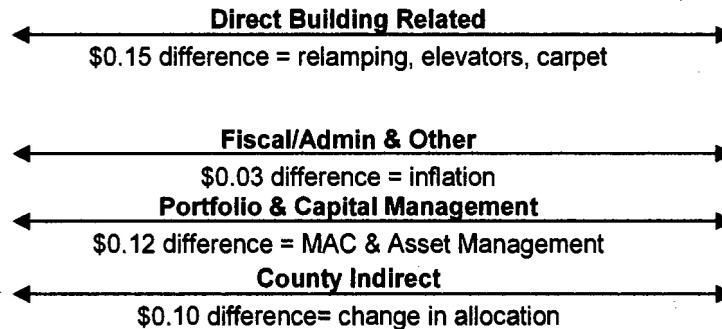
**One Square Foot**



**\$4.30 Breakout:**

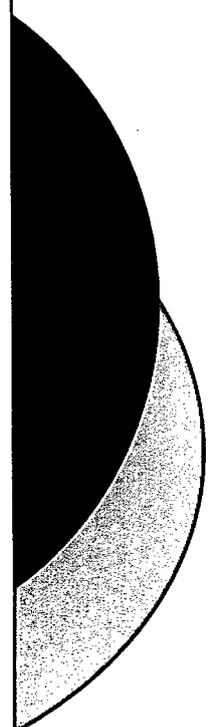
\$2.92	
\$0.60	
\$0.43	
\$0.35	

**Operation & Maintenance:**



**\$4.70 Breakout:**

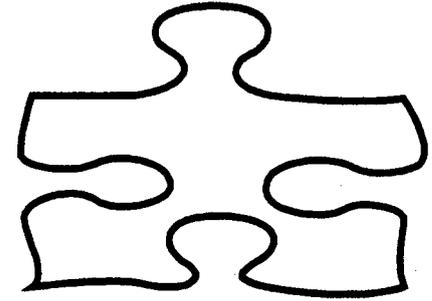
\$3.07	
\$0.63	
\$0.55	
\$0.45	



## Financial Stability

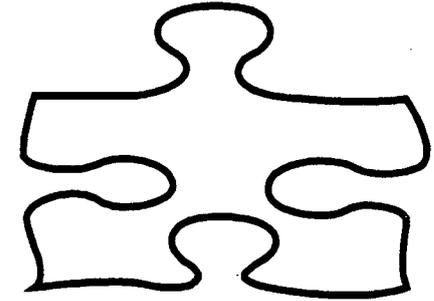
# Financial Measurements for Facilities

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- Cost per sq ft
  - Measure: Portfolio and expenditure management effectiveness (\$/Sq ft over time)
  
- Overall cost of Facilities
  - Measure: How much of County budget for internal resource (% of Direct Resources Budget over time)
  - Measure: How is expense per County FTE tracking over time (Cost Per FTE over time)
  
- Vacancy Rate & Cost
  - Measure: What is unrecoverable cost that must be borne by other customers (Cost of Vacancy of FPM space over time)
  - Measure: Is FPM keeping vacant space to minimum? (Normal vacancy rate over time) Target is 3%

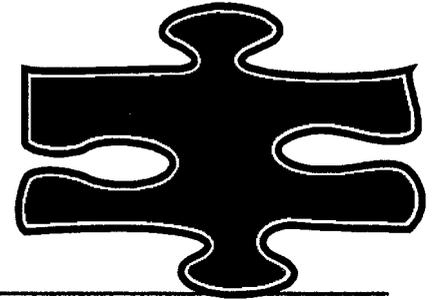
# Financial Stability Financial Data



Budget Information	FY01	FY02	FY03	FY04	FY05	FY06 P
Cost Per Sq Ft	\$16.35	\$12.56	\$12.53	\$12.67	\$12.78	\$13.22
FPM % Direct Resources	4.9%	4.7%	5.0%	4.5%	4.5%	N/A
Cost Per Person (\$000)	\$8.64	\$8.35	\$8.40	\$8.90	\$8.86	N/A
Vacancy Cost (\$millions)	N/A	N/A	\$1.88	\$1.73	\$1.01	\$1.04
"Normal" Vacancy Rate	N/A	4.5%	2.5%	2.1%	1.1%	1.2%

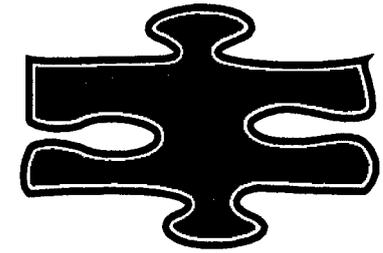
## Operations, Maintenance and Capital

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- New "Tier" system resulted in one third of owned buildings current on major maintenance
- Work Order processing enhanced for efficiency and service
- Capital report (mid-year) – Attached
- Facility Administrative Procedures (FAC's) being developed and updated
  - 1-Cap Improvement Requests
  - 2-Repair & Maintenance Svc
  - 3-Real Property Leases
  - 4-Building Space Assigns
  - 5-Intrusion & Fire Alarm
  - 6-Office & Equip Moves
  - 7-Vacancy Policy (In process)
  - 8-Parking MBPG-in process
  - 9-Green Building Policy

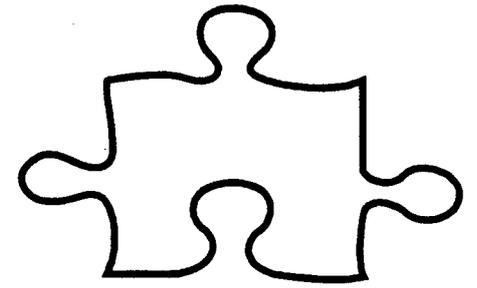
# Operations, Maintenance & Capital Improvements and Measurements



- **Work Request response reduced from 3 hours to 2 hours**
  - Focus all input to web-based for documentation
- **Service Requests completed within 10 working days**
  - Scheduling of work using a standardized priority system
  - Adopt a nationally recognized labor rate standard
  - Service Request work to be done on a "Not to Exceed" basis
- **Improve labor efficiency by 10% (60% to 70%)**
  - Scheduling of work improves travel & response times
  - Introduction of wireless / paperless work documentation
  - Transition to wider use of "dispatch to home"
- **Preventative Maintenance – Increase from 10% to 50% of scheduled work hours**
  - Rewrite all PM's in SAP adding structure and documentation
- **Compliance with regulatory requirements to improve from 70% to 85%**
  - Work prioritized by risk analysis
  - Written policies and procedures documenting work
  - Rewrite work / task lists into SAP/PM module for scheduling

# Customer Service

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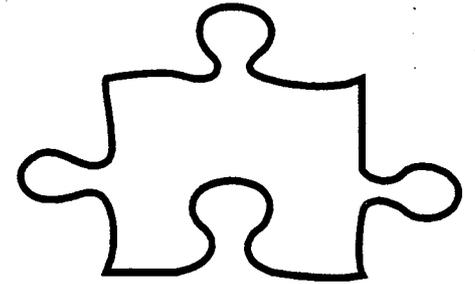


- Upgraded work order system to permit online requests, monitoring, and feedback
- Increased timely response to service requests
- Upgraded MINT site to provide substantially more info
- Integrated teams with departments and IT to work on common issues
- Coordinated operating and capital budget review process with departments
- Extensive personal communication – All partners

Customer Service

## Customer Service Measures

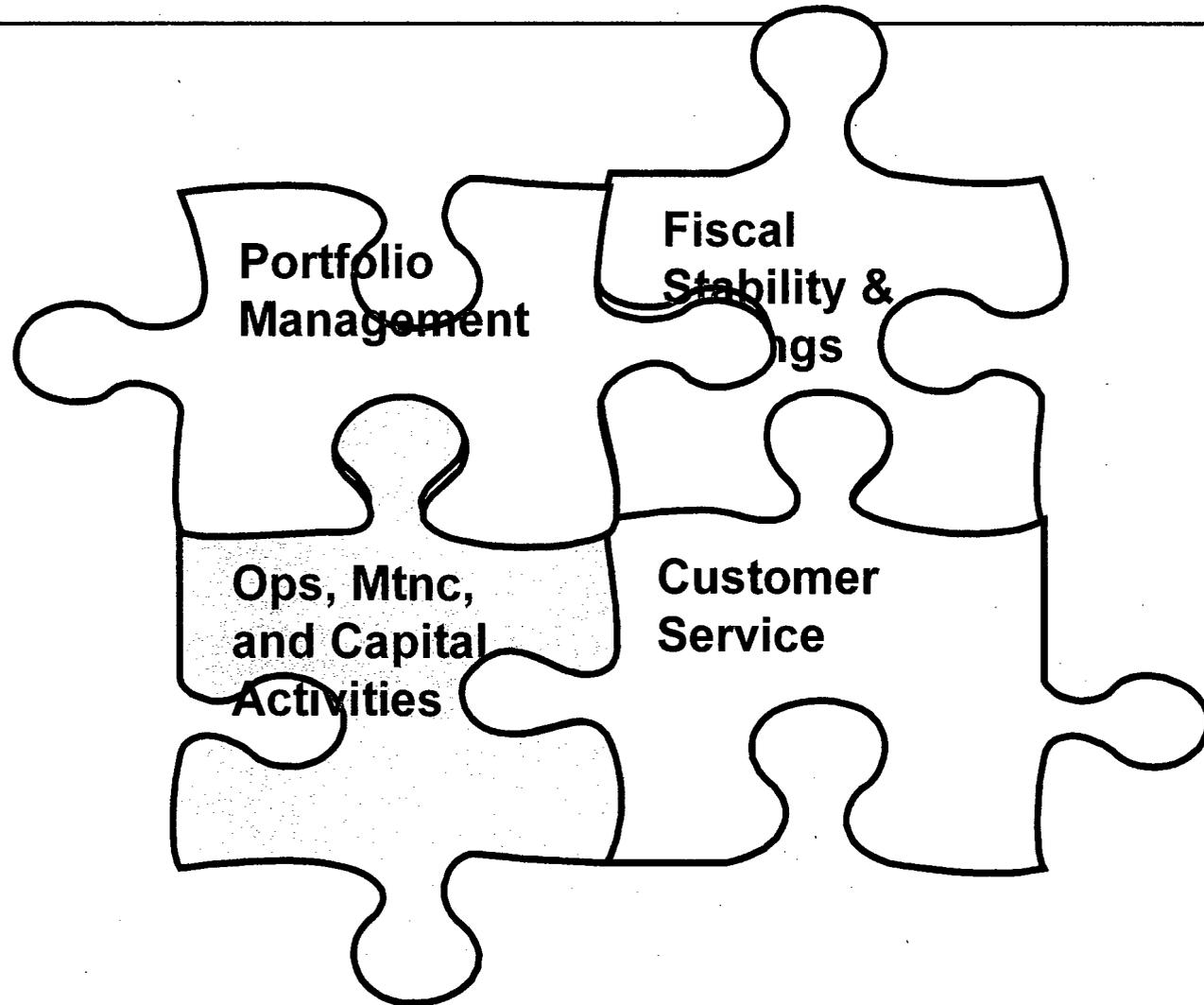
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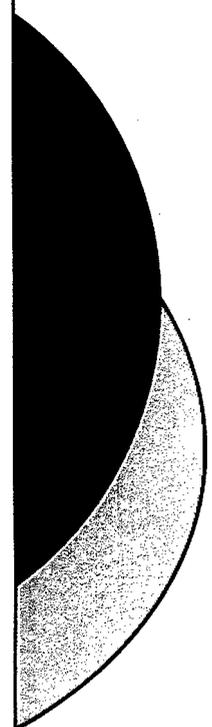


- **Customer Satisfaction surveys**
  - Overall Satisfaction-Current is 5.6 of 7.0
  
- **Service request timeliness**
  - Measures responsiveness-Currently in development
  
- **Service request conformance to budget**

# Integration of Facilities Stewardship

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# Spring Activities to Expect

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- Continued Disposition Implementation
- Execution of Planned Activities-On time, On budget, Satisfied customers
- Strategic Master Plan Development Progress
  - Standards
  - Long term goals and action plan
  - Plan for Deferred Maintenance Issue
- Lease System Upgrades
- Reporting against Measurements

**BOGSTAD Deborah L**

**From:** PEARSON Stephen E  
**Sent:** Wednesday, January 19, 2005 11:55 AM  
**To:** BOGSTAD Deborah L  
**Cc:** BUTLER Douglas E; PEARSON Stephen E  
**Subject:** Facilities Presentation for Board 1/20

Deb

We have clarified and streamlined the presentation and Capital report for Doug's presentation 1/20

Here are the changed items



FY05 mid year  
report011805.doc.

- Capital budget report



FPM\_Jan05\_Pres  
ntation011805.p.

- Power point (for handouts) presentation

Let me know if you have any questions or things I need to attend to

Thx  
steve

Date January 12, 2005 (Revised January 18, 2005)

To Distribution:

Re: Facilities Capital Report – First Half of FY05

From: John Lindenthal, Capital Projects Manager  
Steve Pearson, Capital Budget Analyst

The Board in a budget note to the FY05 budget stated in part: "Facilities shall report to the Board on a semi annual basis the progress of capital projects and the financial status of capital and maintenance projects." This attachment is in response to that requirement.

Facilities & Property Management (FPM) Capital Program encompasses four County funds. FPM manages some projects within the Justice Bond Fund and the Building Projects Fund. FPM also manages the Capital Improvement Fund, and Asset Preservation Funds.

### Summary Information

New funding for Facilities projects for FY05 was primarily from the Asset Preservation fees on \*Tier 1 buildings (\$1.4 million in Fund 2509) and the Capital Improvement fees on \*Tier 2 & 3 buildings (\$2.0 million in Fund 2507). Additionally, grants of \$2.0 million each were included from Violent Offender Incarceration/Truth in Sentencing (VOI/TIS) for fire alarm and detention electronics, and Help America Vote Act (HAVA) for upgrades to the Elections Building. The Justice Bond Fund had a cash transfer of \$4.85 million and certificate proceeds of \$3.9 million, while the Building Project fund had certificate proceeds of \$1.6 million.

In the Justice Bond Fund (Fund 2500), Facilities is on schedule with the Justice Center Fire Alarm Upgrade project, expecting completion May, 2006.

In the Building Projects Fund (Fund 2504), Facilities is progressing with two projects:

- Yeon Annex Generator-Substantially complete\*\*
- Yeon Shops Safety Improvements-in design, scheduled completion by June, 2005

In Fund 2507, the Capital Improvement Fund (CIP), Facilities has over 40 projects in process, chief among them:

- Justice Center Detention Electronics-linked with Fire Alarm upgrade; scheduled completion May, 2006
- Kelly Roof-Substantially complete\*\*
- Justice Center Terminal Units (Air supply volume control for HVAC)-Construction in progress, 5% completed
- Animal Control Security Fencing-Substantially complete\*\*

In Fund 2509, the Asset Preservation Fund (AP), Facilities has made considerable progress on the following:

- Multnomah Building Boiler-Substantially complete\*\*
- Mid County Health Roof (Used 2004 Ending working capital to fund since June, 2004 rains delayed scheduled completion)-Substantially complete\*\*

- SE Health Roof (Used 2004 Ending working capital to fund since June, 2004 rains delayed scheduled completion)-Substantially complete\*\*

The HAVA grant has not been released by the State of Oregon. We currently do not anticipate receiving the grant for at least a year.

Four major changes to the Facilities budget have been proposed to the Board due to scope changes, overruns, Disposition Implementation funding needs, and emergency requirements:

- FPM-01 Kelly Building Data Center Cooling (Eliminate DCC SE District Office Retaining Wall)-Approved
- FPM-02 Justice Center Chiller Upgrade (Reduce MCRC Roof)-Approved 1/13/05
- FPM-03 Justice Center Macerator (Reduce MCRC Roof )-Approved 1/13/05
- FPM-04 Disposition One Time Only Fund Transfers (Delay or reflect carryover of multiple projects)-On Agenda 1/20/05

Additionally, changes of less than \$25,000 to project budgets are being reviewed as they occur with the Chief Financial Officer in accordance with the budget note.

#### **“Mini” Fund Projects**

“Mini” funds are funds set aside for specific purposes. Specific projects that fit the criteria are authorized against the adopted “mini” fund balance. Mini funds are tracked separately, and any transfers among them are discussed with the Chief Financial Officer.

Major activities to date (excluding proposed FPM-04) in Fund 2507 are as follows:

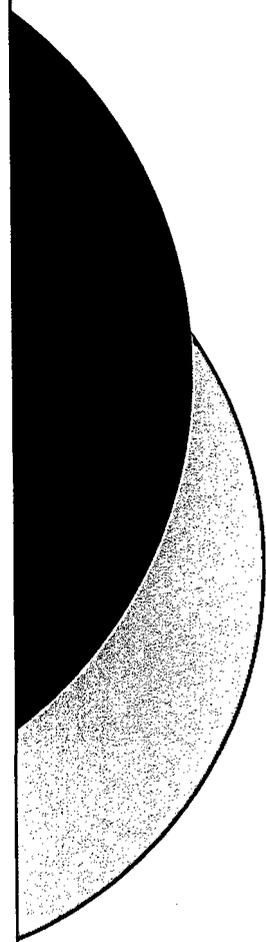
- ADA – \$240k budget, have authorized \$22k for projects to date.
- Security \$50k budget, have authorized \$26k for projects to date.
- A&E Building Systems (Architectural & Engineering-Evaluation of current/new systems)-\$140k budget, \$123k authorized to date; expect the adopted amount to be sufficient for year.
- Building System Emergency Repair (BSER) - \$500k adopted, \$257k authorized to date. Because this mini fund is used for emergencies, it is difficult to predict if the remaining balance will be sufficient for the year.
- Fire/Life/Safety – \$150k adopted; \$28k authorized.
- Dispositions & Moves – \$400k adopted; \$400k authorized.

Major activities to date in Fund 2509 regarding mini funds are as follows:

- ADA – \$285k budget; \$10k authorized.
- Security - \$196k budget; \$82 authorized
- Capital Repair & Maintenance - \$168k adopted; \$67k authorized

\*Note: Tier 1 buildings are those which are current on capital maintenance and which are scheduled for retention; Tier 2 are those with deferred maintenance needs but which are planned to be kept; and, Tier 3 are those with significant deferred maintenance and which may become candidates for disposition.

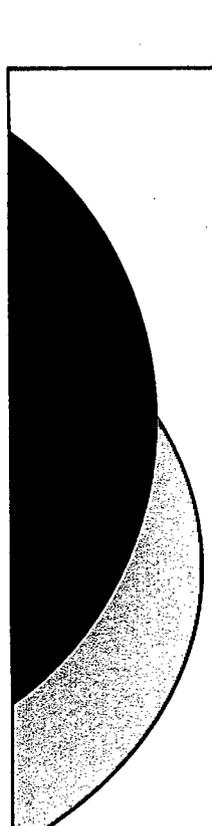
\*\*Note: “Substantial completion” means on site construction completed but project closeout documentation not complete.



# Facilities & Property Management

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Mid-Year Update  
January, 2005



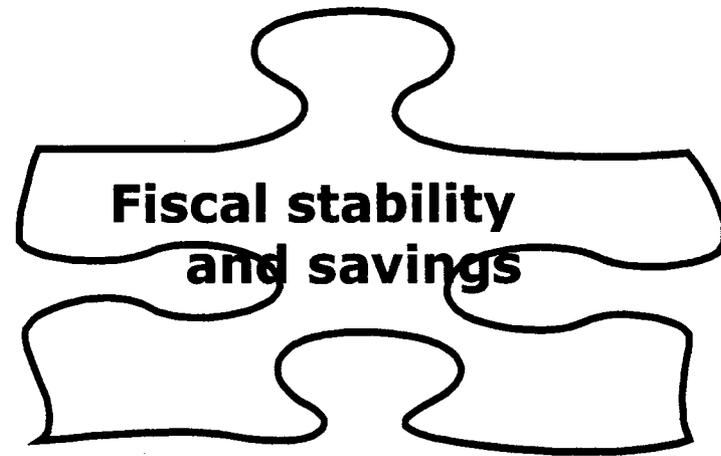
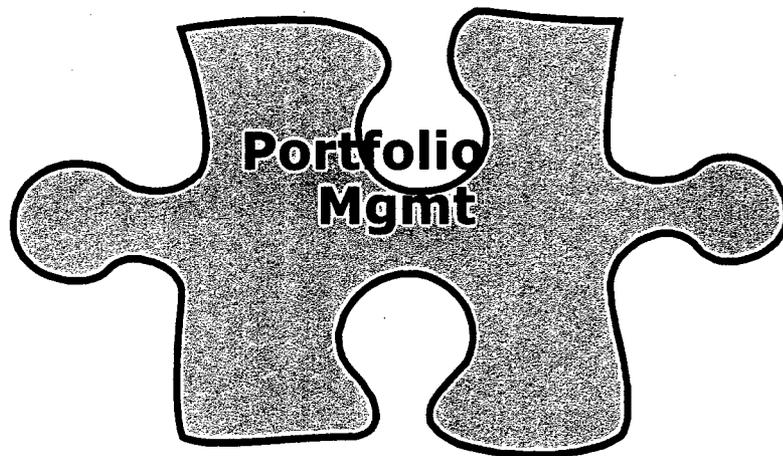
# Why a Mid-Year Update?

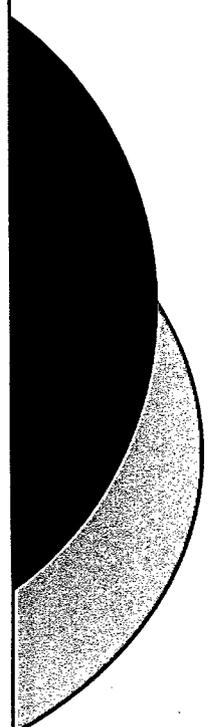
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- Disposition Strategy Implementation
  - Status and Update
- Improvements & Initiatives
- Capital Construction Update

# Components of Facilities Activities

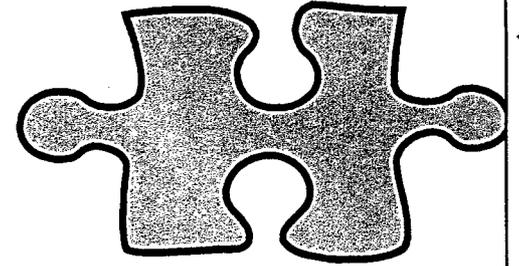
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# Portfolio Management

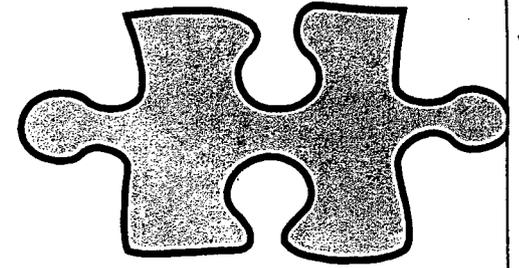
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- Facilities Master Plan due this Summer
- Lease Management Progress Report
- Courthouse Status Report
- Disposition Strategy Implementation
- Commonwealth Lease

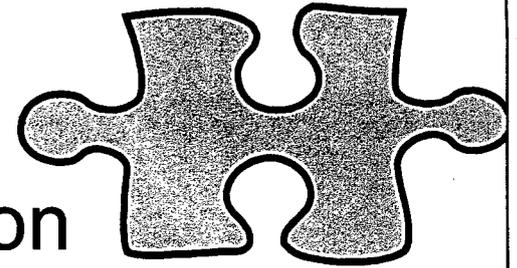
Portfolio Management  
Courthouse Strategies Status Report

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- East County Justice Center
  - Preliminary Planning Proposal scheduled for Board in February
  - Project Plan scheduled for completion September
  - Target is to acquire site and build facility by early 2008
  
- Downtown Courthouse
  - Work group continues to struggle with funding strategy
  - Requires significant assistance from Federal, State, PDC and other sources plus a possible GO Bond
  - Preliminary Planning Proposal to Board in March
  - Interim target is to acquire a site in 2005

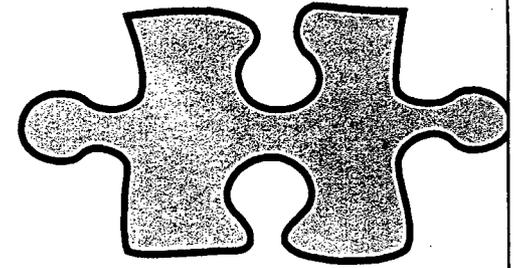
# Portfolio Management Disposition Strategy Implementation



## Implementation of Strategy well underway

- 18+ Properties in various stages of process
  - Projecting moves of 643 personnel through FY06 (about 14.5% of total County FTE's)
- 
- |                      |         |  |
|----------------------|---------|--|
| ○ Portland Building  | Surplus | Lease 14 to Ptlid, expect 1/20, sale of 14 & 15 pos. later |
| ○ Scholls View Plaza | Leased  | Attempting to relocate, expect Spring 05                   |
| ○ Commonwealth       | Leased  | New lease effective 7/05 to Bd 1/20, move 7/05             |
| ○ North DSO          | Leased  | Attempting buyout of lease, move FTE 6/05                  |
| ○ DEXCO              | Leased  | Attempting buyout of lease, move FTE 6/05                  |
| ○ Blanchard          | Leased  | Consolidation site, moves Spring 05                        |
| ○ Medical Examiner   | Surplus | Out for public comment, disposition proposal 3/05          |
| ○ S Powelhurst       | Leased  | Working on 12 month extension to 6/06                      |
| ○ Hansen             | Surplus | Out for public comment, disposition proposal 3/05          |
| ○ MCCF/Edgefield     | Surplus | Out for public comment, disposition proposal 3/05          |
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| ○ Powell Villa       | Leased  | Seeking sub-lessee, relocate FTE 6/05                      |
| ○ Rockwood           | Leased  | Working on extension to 6/06                               |
| ○ Montavilla         | Surplus | Working on potential transfer for vol. library             |
| ○ Bridgehead lots    | Surplus | Working with PDC on sale                                   |

# Portfolio Management Disposition Operational Impacts



## Summary of Disposition Operational Impacts For FY06 Budget

B#	Own Lease	Bldg SQFT	BLDG NAME	In \$000's		
				FY06 Expense Savings	FY06 External Revenue Benefit	FY06 Revenue Effect on Facilities
106	Lse	37,520	Portland Building	(\$6)	(\$395)	(\$19)
149	Lse	2,204	Scholls View Plaza	\$0		(\$2)
166	Lse	110,372	Commonwealth Building-Replace	(\$400)		(\$424)
226	Lse	10,311	North Disability Services Office	(\$14)		(\$5)
245	Lse	8,661	Dexco Building	(\$125)		(\$177)
274	Lse	39,650	Robert W Blanchard ESD	(\$23)	\$19	\$2
298	Own	754	State Medical Examiner Garage	\$0		\$0
303	Lse	21,610	South Powellhurst Building	(\$26)		\$0
313	Own	31,866	Hansen Building	\$6		\$0
315	Own	10,928	State Medical Examiner	(\$66)		(\$94)
331	Own	23,023	Multnomah County Correctional Facility	(\$89)		(\$135)
339	Lse	490	East Portland Community Center	\$0		\$0
358	Own	16,599	Hooper Memorial Center	(\$60)		(\$122)
393	Own	7,285	Peninsula Building	(\$55)	\$52	(\$52)
412	Own	34,660	Morrison Building	(\$5)		\$0
420	Own	23,385	Southeast Health Center	\$4		\$6
436	Lse	6,865	Powell Villa	(\$1)	(\$64)	(\$67)
454	Lse	3,654	Rockwood Neighborhood Health	(\$1)		\$0
465	Own	5,171	Wikman Building	\$1		\$0
698	Own	4,702	Montavilla Building	(\$4)		\$2
<b>Total Savings</b>				<b>(\$864)</b>	<b>(\$388)</b>	<b>(\$1,084)</b>
<b>Benefit to County</b>				<b>(\$1,252)</b>		
<b>Absorbed in FPM base Rates</b>						<b>\$121</b>

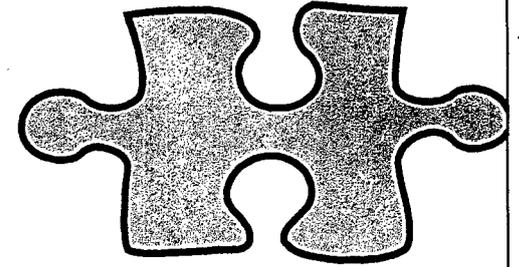
Note: Benefit to County is Facilities expenses reduced plus net increase in leases to external clients

Note: Impact on Facilities is reduction in expenses vs reduction in revenue less \$100 from FPM-04

Note: Pre-disposition state assumes backfill of vacancies at buildings 106, 226, 245, 420, and 436

## Portfolio Management Commonwealth Lease

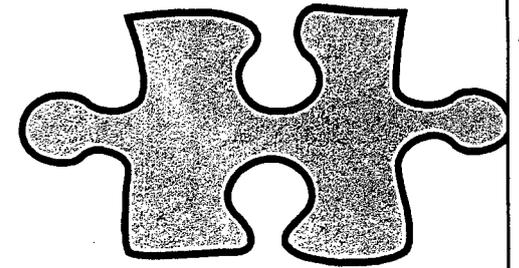
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- Current lease expiration June, 2005
- Lease term solicitation process October, 2004
- Due diligence yielded 3 competitors to house Commonwealth & Portland Bldg 14<sup>th</sup> floor tenants
- Lincoln Building is best proposal
  - Reducing space from 122k to 99k sf (19% reduction)
  - Savings of \$1.7 million (NPV) over 5 years (\$3.4m over 10 yrs)
  - Additional departmental operational savings of \$180,000+
  - Improved layout & environment supports increased productivity and staff morale
- Expect to move over 500 staff June, 2005
- For Board approval on 1/20
- Bud mod FPM-04 for Board approval 1/20 to cover One Time Only FY05 expenditures (borrow internally from capital)

# Portfolio Management Disposition Measurements

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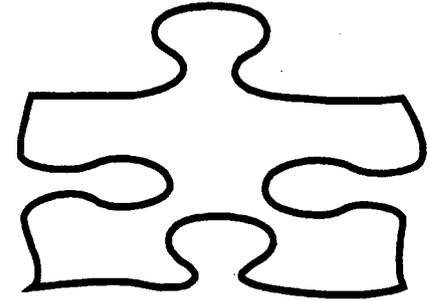


- |                         |                          |
|-------------------------|--------------------------|
| ○ Savings to County     | <u>By End of FY06</u>    |
| ○ Net operating expense | (\$1,250,000)            |
| ○ Square feet           | (266,000 sq ft)          |
| ○ Deferred maintenance  | (\$6,140,000)            |
| ○ Number of buildings   | (20 buildings)           |
| ○ Adherence to budget   | Budget vs. Actual        |
| ○ Adherence to schedule | % FTE moved when sched   |
| ○ Customer satisfaction | Survey/Informal Feedback |

Note: Expense measured from FY05 budget base; other savings measured from end of FY03 forward

# Financial Stability and Savings

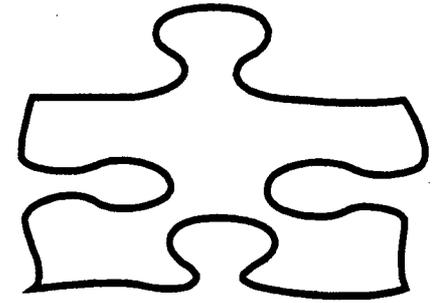
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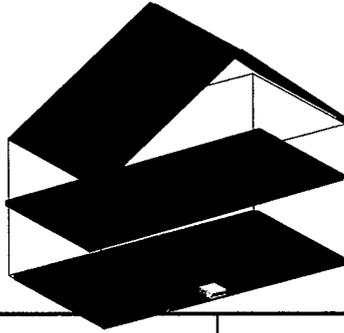
- Disposition one time only cost effects
  - Expenditures in FY05 to be covered by shifting capital projects
  - Sales revenues in FY06 allows completion of capital projects shifted out of FY05
- Financial Risk Management
  - Conservative timing estimate for sales proceeds
  - No revenue assumed for Disposition vacancies
- Operating & CIP rates held constant
- Actual cost per square foot has increased about 3.5%

## Financial Stability

# Service Rates over Time



	FY03		FY04		FY05		FY06
Gen Use	4.75	==>	\$5.00		\$5.00		\$5.00
Clinic	5.25		\$5.25		\$5.25		\$5.25
Detention	5.00	==>	\$5.25		\$5.25		\$5.25
Library	5.25		\$5.25		\$5.25		\$5.25
Warehouse	1.75	<==	\$1.00		\$1.00		\$1.00
Shop	0.75	==>	\$1.00		\$1.00		\$1.00
Overhead Rate	6.0%		6.0%		6.0%		6.0%
AP Rate	\$1.65		\$1.65	==>	\$1.80	==>	\$1.95
CIP Rate	\$1.65		\$1.65		\$1.65		\$1.65



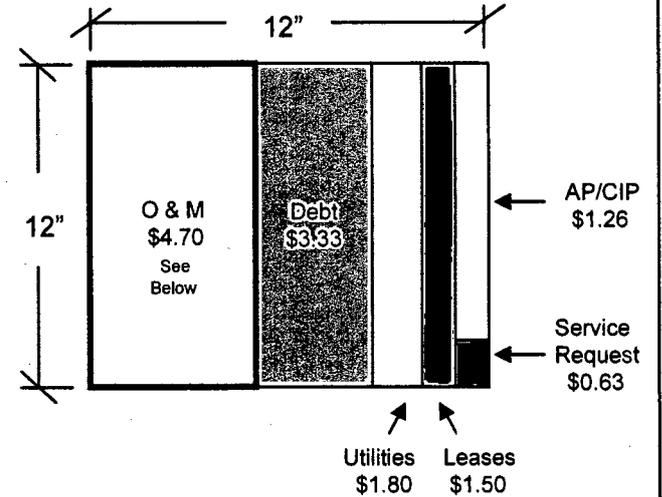
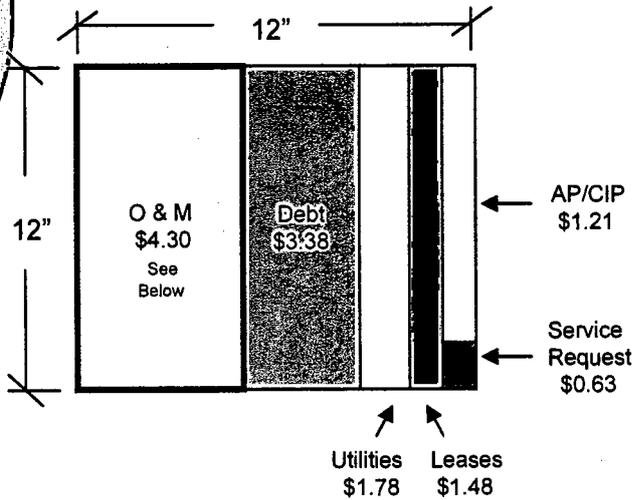
**FY 2005 =**

**\$12.78**  
(Average FY 05)

**FY 2006 =**

**\$13.22**  
(Average FY 06)

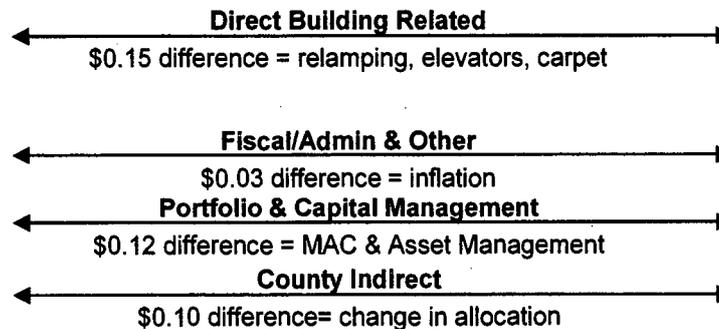
**One Square Foot**



**\$4.30 Breakout:**

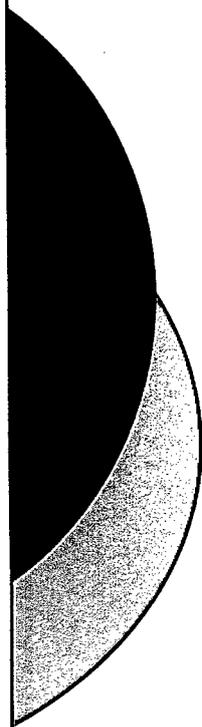
\$2.92	
\$0.60	
\$0.43	
\$0.35	

**Operation & Maintenance:**



**\$4.70 Breakout:**

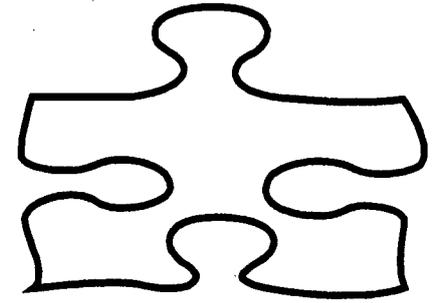
\$3.07	
\$0.63	
\$0.55	
\$0.45	



## Financial Stability

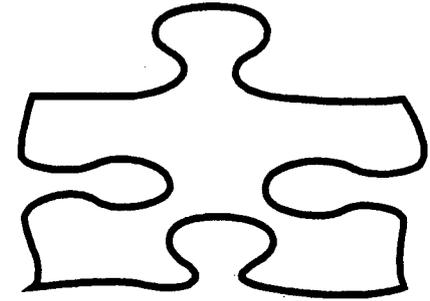
# Financial Measurements for Facilities

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- Cost per sq ft
  - Measure: Progress over Time, Compare to Portland Downtown
  - External Benchmark-Less than two-thirds of Portland Downtown lease rate
  - Target: \$14.11; Current \$13.22
  
- Overall cost of Facilities
  - Measure: % of County Direct Budget
  - Target: Less than 5% of total; Current 4.5%
  
- Cost Per Employee
  - Measure: Trend over Time, Compare to inflation in costs
  - Target: Reduce to \$8,000 by 2008; Current \$8.860
  
- Vacancy Rate & Cost
  - Measure: Normal rate and total cost-current and trend over time
  - External Benchmark- IFMA 6%
  - Target: 2% or less; Current 1.2%

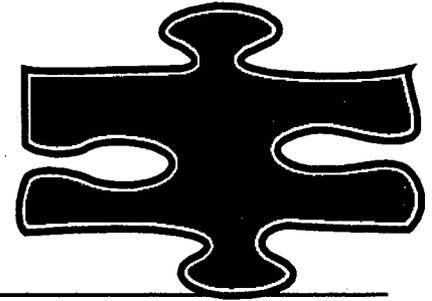
## Financial Stability Financial Data



<b>Budget Information</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06 P</b>
Cost Per Sq Ft	\$16.35	\$12.56	\$12.53	\$12.67	\$12.78	\$13.22
FPM % Direct Resources	4.9%	4.7%	5.0%	4.5%	4.5%	N/A
Cost Per Person (\$000)	\$8.64	\$8.35	\$8.40	\$8.90	\$8.86	N/A
Vacancy Cost (\$millions)	N/A	N/A	\$1.88	\$1.73	\$1.01	\$1.04
"Normal" Vacancy Rate	N/A	4.5%	2.5%	2.1%	1.1%	1.2%
<b>External Benchmarks:</b>						
Cost Per Sq Ft	BOMA	\$21.16				
Vacancy Rate	IFMA	6%				

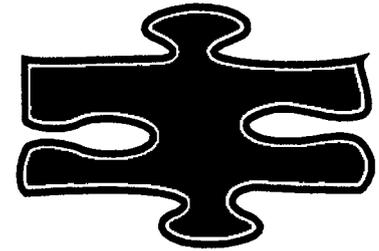
## Operations, Maintenance and Capital

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- New "Tier" system resulted in one third of owned buildings current on major maintenance
- Facility Administrative Procedures (FAC's) being developed and updated
  - 1-Cap Improvement Requests
  - 2-Repair & Maintenance Svc
  - 3-Real Property Leases
  - 4-Building Space Assigns
  - 5-Intrusion & Fire Alarm
  - 6-Office & Equip Moves
  - 7-Vacancy Policy
  - 8-Parking MBPG
  - 9-Green Building Policy
- Work Order processing enhanced for efficiency and service
- Capital report (mid-year)

# Operations, Maintenance & Capital Improvements and Measurements

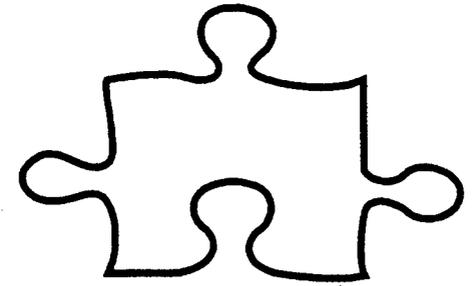


## **Current Work Process Improvements: Aim To:**

- **Work Request response reduced from 3 hours to 2 hours**
  - Focus all input to web-based for documentation
- **Service Requests completed within 10 working days**
  - Scheduling of work using a standardized priority system
  - Adopt a nationally recognized labor rate standard
  - Service Request work to be done on a "Not to Exceed" basis
- **Improve labor efficiency by 10% (60% to 70%)**
  - Scheduling of work improves travel & response times
  - Introduction of wireless / paperless work documentation
  - Transition to wider use of "dispatch to home"
- **Preventative Maintenance – Increase scheduled work from 27.5% to 50% of total hours**
- **Compliance with regulatory requirements to improve from 70% to 85%**
  - Work prioritized by risk analysis
  - Written policies and procedures documenting work
  - Rewrite work / task lists into SAP/PM module for scheduling

# Customer Service

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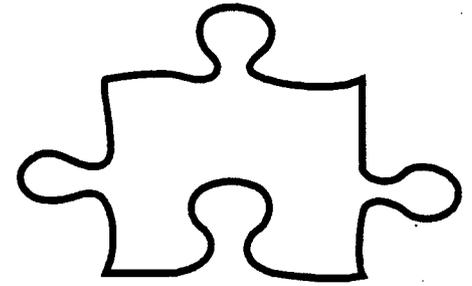


- Upgraded work order system to permit online requests, monitoring, and feedback
- Increased timely response to service requests
- Upgraded MINT site to provide substantially more info
- Integrated teams with departments and IT to work on common issues
- Coordinated operating and capital budget review process with departments
- Extensive personal communication – All partners

Customer Service

## Customer Service Measures

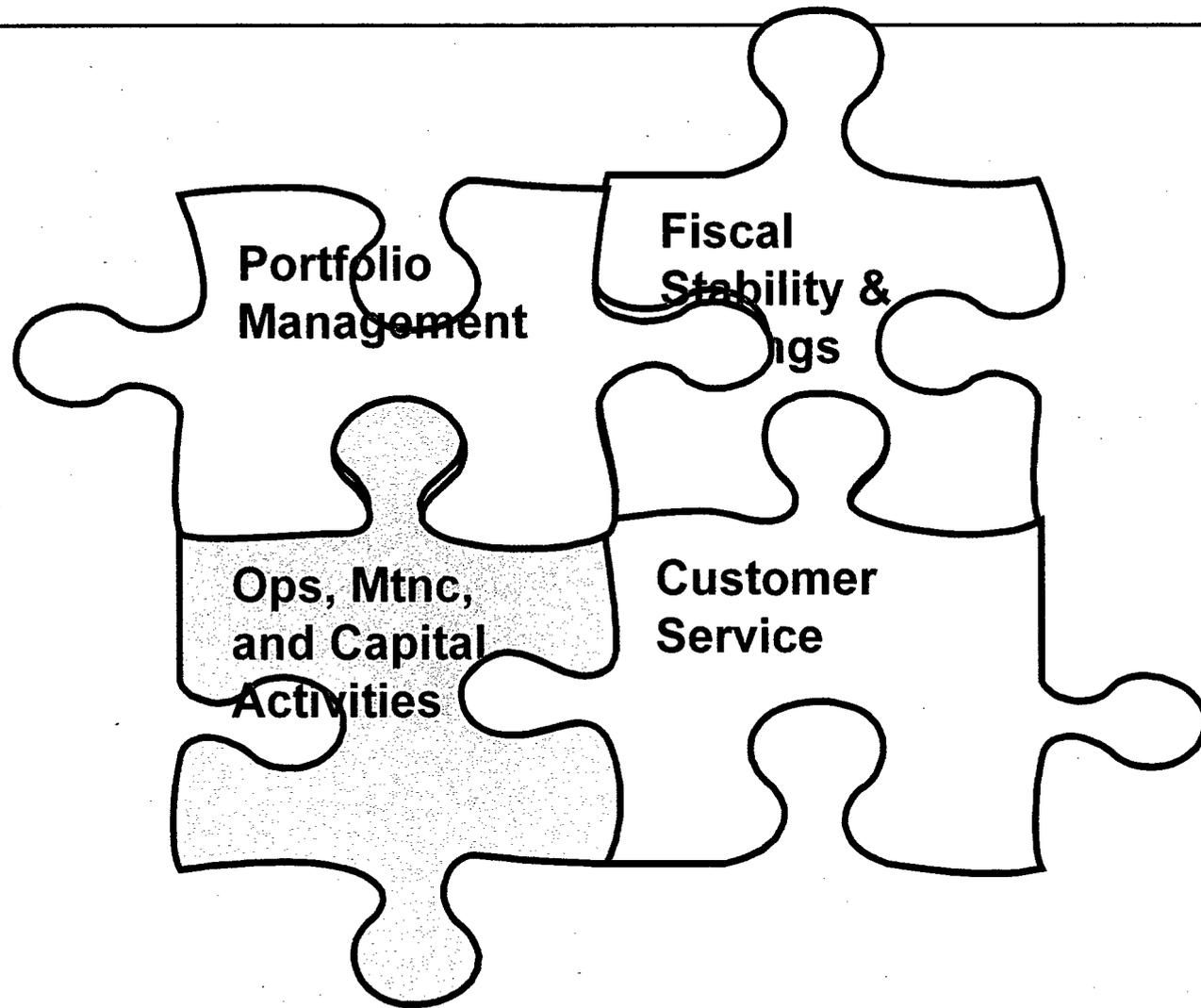
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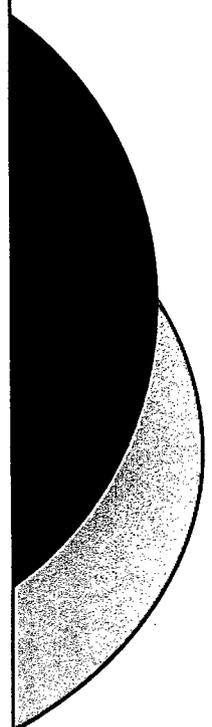


- **Customer Satisfaction surveys**
  - Overall Satisfaction-Current is 5.6 of 7.0 (Target 6.0)
  - Courtesy Satisfaction-Current is 6.1 of 7.0 (Target 6.0)
  
- **Responsiveness**
  - Request completion by promised time
    - Target 90%; In development
  - Number of times contacted Facilities-Work orders
    - Target <5% too many; Current 11% too many
  
- **Service Efficiency**
  - Clarity of billing information-Survey in development

# Integration of Facilities Stewardship

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# Spring Activities to Expect

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- Continued Disposition Implementation
- Execution of Planned Activities-On time, On budget, Satisfied customers
- Strategic Master Plan Development Progress
  - Standards
  - Long term goals and action plan
  - Plan for Deferred Maintenance Issue
- Lease System Upgrades
- Reporting against Measurements



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST**

**Board Clerk Use Only**

**Meeting Date:** 01/20/05  
**Agenda Item #:** E-1  
**Est. Start Time:** 11:30 AM  
**Date Submitted:** 01/12/05

**BUDGET MODIFICATION:** -

**Agenda Title:** **Executive Session Pursuant to ORS 192.660(2)(h)**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Date Requested:</b>	<u>January 20, 2005</u>	<b>Time Requested:</b>	<u>15-30 mins</u>
<b>Department:</b>	<u>Non-Departmental</u>	<b>Division:</b>	<u>County Attorney</u>
<b>Contact(s):</b>	<u>Agnes Sowle</u>		
<b>Phone:</b>	<u>503 988-3138</u>	<b>Ext.</b>	<u>83138</u>
		<b>I/O Address:</b>	<u>503/500</u>
<b>Presenter(s):</b>	<u>Agnes Sowle and Staff</u>		

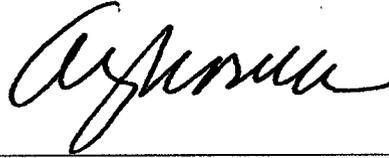
**General Information**

- 1. What action are you requesting from the Board?**  
**No Final Decision will be made in the Executive Session.**
- 2. Please provide sufficient background information for the Board and the public to understand this issue.**  
**Only Representatives of the News Media and Designated Staff are allowed to Attend. Representatives of the News Media and All Other Attendees are Specifically Directed Not to Disclose Information that is the Subject of the Executive Session.**
- 3. Explain the fiscal impact (current year and ongoing).**
- 4. Explain any legal and/or policy issues involved.**  
**ORS 192.660(2)(h).**
- 5. Explain any citizen and/or other government participation that has or will take place.**

**Required Signatures**

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**Department/  
Agency Director:**



**Date:** 01/20/05

**Budget Analyst:**

**Date:**

**Department HR:**

**Date:**

**Countywide HR:**

**Date:**