

**Minutes of the Board of Commissioners
Multnomah Building, Board Room 100
501 SE Hawthorne Blvd., Portland, Oregon
Thursday, September 19, 2013**

REGULAR MEETING

Acting Chair Marissa Madrigal convened the meeting at 9:37 a.m. with Vice-Chair Judy Shiprack and Commissioners Deborah Kafoury and Diane McKeel present. Commissioner Loretta Smith joined the meeting telephonically.

Also attending were Jenny M. Madkour, County Attorney, and Marina Baker, Assistant Board Clerk.

CONSENT AGENDA

- C.1 BUDGET MODIFICATION: DCHS14-13 Reclassifying a Full Time Administrative Assistant Position to an Administrative Analyst in Aging & Disability Services.
- C.2 RESOLUTION No. 2013-125 Authorizing the Private Sale of a Tax Foreclosed Property to Michael G. Lubitz & Kari J. Lubitz.
- C.3 RESOLUTION No. 2013-126 Authorizing the Private Sale of a Tax Foreclosed Property to Melissa A. H. Oldenburg & Farley Piazza and Associates, as Trustee of The Noa Kosokoff Trust.
- C.4 RESOLUTION No. 2013-127 Authorizing the Private Sale of a Tax Foreclosed Property To Leonard C. Smith & Ann V. Durando-Smith.
- C.5 NOTICE OF INTENT to Apply for a \$4,500 Oregon Department of Transportation Grant for Impaired Driving Prevention Initiative.

Upon motion made by Vice-Chair Shiprack and seconded by Commissioner Kafoury, the consent calendar was unanimously approved.

PUBLIC COMMENT

Opportunity for Public Comment on non-agenda matters. Testimony limited to three minutes per person unless otherwise designated by the presiding officer.

Testimony was given and received for the record.

REGULAR AGENDA

R.1 Board Briefing on Audit for Facilities Project Management – An Opportunity to Rebuild. Presenters: Dr. Steve March, Fran Davison, and Jennifer McGuirk from the County Auditor’s Office & Sherry Swackhamer, Department of County Assets.

Dr. March provided the opening remarks and introductions. Ms. Davison said that for this audit, the Auditor’s Office looked at the Capital Improvement Program (CIP) project management practice with the objective to determine if project management is following best practices and to identify barriers to achieving project management goals. They focused on practices for routine capital projects and used the Project Management Institute as the framework for best practices. The audit findings were based on data analysis, interviews, and 13 case study reviews.

Ms. Davison explained that in FY 2013, the Capital Budget authorized \$37M for capital projects, including \$21.7M for routine capital projects, such as repair or maintenance of existing structures and systems. Non-routine projects include new buildings or systems, such as the East County Courthouse.

Ms. McGuirk explained that Project Managers handle over 200 routine projects a year; provide support on non-routine capital projects; and manage approximately 200 individual department service requests, such as remodels, moves and reconfigurations. They manage all aspects of a project and oversee planning, design and construction, and coordinate activities with consultants, contractors and building users. CIP employs nine project managers who manage the majority of these routine capital projects. Other Facilities staff, such as Property Managers, Operations and Maintenance Supervisors, and Strategic Planning and Projects staff also manage some projects. The results of the audit show that practices varied from one project manager to another and were not consistent with best practices. There appeared to be inconsistent oversight and monitoring that would have ensured project managers followed stated practices. Due to these inconsistencies, the audit was unable to determine whether projects met their goals. Management is already aware of many of these challenges and are taking steps to improve the Facilities division and create consistencies.

Ms. McGuirk said the Auditor’s Office recommends strengthening Facilities’ leadership tone at the top, since it’s the primary source for clarifying how an organization expects to put its values, principles and business standards into practice. Ms. Davison listed the other audit recommendations as: standardizing project management across Facilities to make it consistent, predictable and measurable; standardizing project documentation and information storage to ensure completeness and accessibility of information; evaluating project performance to capture lessons learned; creating a shared foundation of project management practices; assessing the project workload for Facilities staff with project management responsibilities; and working with stakeholders outside Facilities to identify areas for increased efficiency.

Dr. March and Mses. Davison and McGuirk responded to Board questions and comments. The Board thanked them for conducting the audit and for their presentation.

R.2 RESOLUTION Approving the Memorandum of Understanding (MOU) Regarding the Oregon Convention Center (OCC) Hotel Project. Presenters: Mark Campbell, CFO; Jacquie Weber, Deputy County Attorney; Andy Shaw, Metro & Invited Guests.

Vice-Chair Shiprack moved and Commissioner McKeel seconded approval of R.2.

Vice-Chair Shiprack moved and Commissioner Kafoury seconded to consider a substitution. It passed unanimously.

Mr. Shaw explained that yesterday afternoon the City of Portland made an change to the MOU. It's intended to provide additional information to the financial review team created by the MOU, so they can track if Hyatt is meeting expectations. He responded to Board questions and comments.

Ms Weber and Mr. Campbell provided the historical background and reviewed the key points of the MOU. This MOU is between Multnomah County, the City of Portland and Metro Regional Government and outlines a number of goals for the final development agreement that will be negotiated for the OCC Hotel Project.

The invited guests spoke in favor of approving the Resolution.

Mr. Campbell, Ms. Weber and the invited guests responded to Board questions and comments.

Public testimony was given and received for the record.

The substituted Resolution No. 2013-129 was unanimously adopted.

R.3 Resolution Approving the Amended and Restated 2013 Visitor Facilities Intergovernmental Agreement (VF-IGA) between the City of Portland, Multnomah County, and Metro Regional Government. Presenters: Mark Campbell, CFO and Jacqueline Weber, Deputy County Attorney & Invited Guests.

Vice-Chair Shiprack moved and Commissioner Smith seconded approval of R.3.

Mr. Campbell provided a history of what the VF-IGA was designed to accomplish and discussed the programs it supports. He explained that the purpose of the amended VF-IGA is to identify and commit several public revenue streams to support specific regional tourism and spectator facilities, the visitor and hospitality industry and to maximize the economic development benefits associated with those facilities, programs and services for the Portland-Multnomah County region. The amended VF-IGA includes funding to Metro in the amount necessary to pay scheduled debt service on Oregon Convention Center Hotel bonds, if such bonds are issued to contribute to a hotel project. It also provides revenue to Multnomah County for operations and capital improvements in accordance with relevant statutes in the amounts of \$250,000 in FY 2013/14; \$500,000 in FY 2014/15 through FY 2016/17; \$750,000 in FY2017/18 through FY 2020/21; and \$1,000,000 in FY 2021/22 and beyond.

Ms. Weber, Mr. Campbell and the invited guests responded to Board questions and comments.

Resolution No. 2013-130 was unanimously adopted.

R.4 BUDGET MODIFICATION # HD-14-03—Request to Appropriate \$50,000 in Grant Revenue from the Oregon Health Authority Office of Equity and Inclusion. Presenter: Tenora Grigsby, Training & Development Manager & Nafisa Fai, Health Department HR.

Vice-Chair Shiprack moved and Commissioner Kafoury seconded approval of R.4.

Ms. Grigsby explained that this grant will provide the Health Department with up to \$50,000 to design, develop, and implement a cultural competency training program that would increase both the capacity and capability of our workforce to provide services and programs in a professional and culturally competent manner to the diverse individuals and communities served in Multnomah County. The grant will cover consultation, printing, and supply expenses. No local funding is requested in addition to the grant funding. There is no ongoing fiscal impact because this grant is one-time only in nature. Any administrative costs associated with this grant will be funded with existing resources.

Mses. Grigsby and Fai responded to Board questions and comments.

BudMod HD-14-03 was unanimously approved.

R.5 PROCLAMATION Proclaiming October 1, 2013 as Build Gateway Green Day in Multnomah County. Sponsor: Vice-Chair Shiprack. Presenter: Ted Gilbert, Gateway Green Board Member.

Vice-Chair Shiprack moved and Commissioner Kafoury seconded approval of R.5.

Vice-Chair Shiprack provided the opening remarks. Mr. Gilbert explained that Gateway Green is 38 acres of unused, partially wooded land in East Portland between I-84 and I-205. Through partnerships with local, regional, and State government and the private and non-profit sectors, the community has the opportunity to transform this land into a community park and a multi-use bike venue. The City of Portland has committed to buy the land from ODOT and operate the park once it is constructed. The Gateway area is a park-deficient area of Multnomah County and creating this park will contribute to economic development, health, and livability of this vibrant area of the county. He responded to Board questions and comments.

Mr. Gilbert read the Proclamation into the record.

Resolution No. 2013-128 was unanimously adopted.

BOARD COMMENT

BC.1 Opportunity as time allows, for the Commissioners to provide comment on non-agenda items.

Comments pertaining to non-agenda items were made by the Board and noted in the record.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:02 p.m.

The minutes reflect the actions of the Board. For more detail, you are welcome to view the presentation material and/or

video at: http://multnomah.granicus.com/ViewPublisher.php?view_id=3

Submitted by:

Lynda J. Grow, Board Clerk and
Marina Baker, Assistant Board Clerk
Board of County Commissioners
Multnomah County