



Multnomah County Oregon

Board of Commissioners & Agenda

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BOARD OF COMMISSIONERS

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DECEMBER 17, 18 & 19, 2002

BOARD MEETINGS

FASTLOOK AGENDA ITEMS OF INTEREST

Pg 2	9:30 a.m. Tuesday Budget Work Session 2:00 p.m. Tuesday Budget Work Session 10:30 a.m. Wednesday Budget Work Session
Pg 4	9:15 a.m. Thursday Auditor Presentation of Citizen Involvement Committee Audit
Pg 5	9:35 a.m. Thursday Hearing and Vote on Legalization of a Portion of Butler Road
Pg 5	10:00 a.m. Thursday Public Hearing and Board Vote on the Proposed Multnomah County FY 02-03 Budget Rebalance
Pg 5	9:00 a.m. Friday, January 3, 2003 Elected Officials and MCSO Deputies Swearing In Ceremony
	The December 26, 2002 and January 2, 2003 Board Meetings are Cancelled

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

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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, December 17, 2002 - 9:30 AM - 12:00 PM
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

BUDGET WORK SESSION

WS-6 Work Session on the Proposed Mid-Year Reductions to the 2002-2003 Multnomah County Budget. Presented by Tony Mounts, Invited Others. **[This is a Public Meeting and Interested Persons are Welcome to Attend, However Public Testimony Will be Taken During 2002-2003 Budget Rebalance Hearing Scheduled December 19.]**

Tuesday, December 17, 2002 - 2:00 PM - 4:00 PM
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

BUDGET WORK SESSION

WS-7 Work Session on the Proposed Mid-Year Reductions to the 2002-2003 Multnomah County Budget. Presented by Tony Mounts, Invited Others. **[This is a Public Meeting and Interested Persons are Welcome to Attend, However Public Testimony Will be Taken During 2002-2003 Budget Rebalance Hearing Scheduled December 19.]**

Wednesday, December 18, 2002 - 10:30 AM - 12:00 PM
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

BUDGET WORK SESSION

WS-8 Work Session on the Proposed Mid-Year Reductions to the 2002-2003 Multnomah County Budget. Presented by Tony Mounts, Invited Others. **[This is a Public Meeting and Interested Persons are Welcome to Attend, However Public Testimony Will be Taken During 2002-2003 Budget Rebalance Hearing Scheduled December 19.]**

Thursday, December 19, 2002 - 9:00 AM
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

REGULAR MEETING

CONSENT CALENDAR - 9:00 AM

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES

- C-1 Approval of Auto Wrecker License Renewal for FRANK MILLER TRUCK WRECKING, 15015 NW Mill Road, Portland
- C-2 Approval of Auto Wrecker License Renewal for LOOP HI-WAY TOWING, 28609 SE Orient Dr., Gresham
- C-3 Amendment 2 to Intergovernmental Agreement 4600001190 with the City of Fairview, Revising the Development Review and Permit Issuance Process

DEPARTMENT OF COMMUNITY JUSTICE

- C-4 Budget Modification DCJ 03_03 Increasing CAMI Grant (Child Abuse Multidisciplinary Intervention Plan) Revenue by \$67,278 to Add Contracted State of Oregon Services

DEPARTMENT OF COUNTY HUMAN SERVICES

- C-5 ORDER Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody

NON-DEPARTMENTAL

- C-6 ORDER Reappointing Bob Fee as a Commissioner to the Ramsey-Walmar Special Road District

SHERIFF'S OFFICE

- C-7 Off Premises Sales and Full On Premises Sales Liquor License Renewal for TIPPY CANOE, 28242 E. Historic Columbia River Highway, Troutdale

REGULAR AGENDA - 9:00 AM

PUBLIC COMMENT - 9:00 AM

Opportunity for Public Comment on Non-Agenda Matters. Testimony is Limited to Three Minutes per Person.

NON-DEPARTMENTAL - 9:00 AM

- R-1 PROCLAMATION Proclaiming December 19, 2002 **KUM BA YA** Day in Recognition of the Distinguished Career of Multnomah County Sheriff Dan Noelle
- R-2 Multnomah County Auditor Suzanne Flynn Presentation of the Citizen Involvement Committee Audit
- R-3 Second Reading and Possible Adoption of an ORDINANCE Amending Multnomah County Code Chapter 13.303 Animal Wastes, Duty to Remove, to Add Exemption for Assistance Animals
- R-4 Intergovernmental Agreement with the City of Gresham Establishing a Revenue Sharing Formula for Microchip Technology's Strategic Investment Program Community Service Fee

DEPARTMENT OF COUNTY HUMAN SERVICES - 9:30 AM

- R-5 Agreement 0310347 with the US Department of Justice Accepting \$350,000 Grant for the Safe Havens: Supervised Visitations and Safe Exchange Grant Program Services to Families Involved in Domestic Relations Court
- R-6 Budget Modification CHS_7 Removing City of Portland Bridgeview Revenue (\$246,686) from the Department Budget. The City is Contracting Directly with Providers.

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES - 9:35 AM

- R-7 RESOLUTION Authorizing Establishment of an Impaired Driving Victim Memorial Signing Program
- R-8 ORDER Authorizing Legalization of a Portion of Butler Road
- R-9 First Reading and Possible Adoption of an ORDINANCE Amending County Land Use Code, Plans And Maps To Adopt Troutdale's Recent Land Use Code, Plan And Map Revisions In Compliance With Metro's Functional Plan And Declaring An Emergency

- R-10 RESOLUTION Authorizing Vacation of a Portion of SW Daphne Avenue, a Local Access Road, Pursuant to ORS 368.326 to 368.366
- R-11 NOTICE OF INTENT to Apply for \$400,000 Hazard Elimination Program (HEP) Funding for Construction of Safety Improvements (Projects 2004-07)
-

Thursday, December 19, 2002 - 10:00 AM
(OR IMMEDIATELY FOLLOWING REGULAR AGENDA)
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

PUBLIC BUDGET HEARING/BOARD VOTE

- PH-2 Opportunity for Public Input on Proposed Mid-Year Reductions to the 2002-2003 Multnomah County Budget. Please fill out a speaker form available at the back table and present it to the Clerk. Testimony Limited to Three Minutes per Person. Following Public Testimony, the Board will Vote to Implement Mid-Year Reductions to the 2002-2003 Multnomah County Budget.
-

Friday, January 3, 2003 - 9:00 AM
Multnomah Building, First Floor Commissioners Boardroom 100
501 SE Hawthorne Boulevard, Portland

SWEARING IN CEREMONY

The Oath of Office will be Administered to Multnomah County Chair Diane Linn, District 2 Commissioner Serena Cruz, Auditor Suzanne Flynn, Sheriff-Elect Bernie Giusto and Sheriff's Office Deputies. Reception Following.

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:
Meeting Date: December 19, 2002

Agenda Item #: C-1

Est. Start Time: 9:00 AM

Date Submitted: 11/27/02

Requested Date: December 19, 2002

Time Requested: N/A

Department: Business & Community Services

Division: LUT

Contact/s: Don Kienholz

Phone: 503 988-3043

Ext.: X29270

I/O Address: 455/116

Presenters: Consent Calendar

Agenda Title: Renewal of Wrecker License for Frank Miller of Frank Miller Truck Wrecking

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

-
1. **What action are you requesting from the Board? What is the department/agency recommendation?** Approval
 2. **Please provide sufficient background information for the Board and the public to understand this issue.** See Staff Report
 3. **Explain the fiscal impact (current year and ongoing).** 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.

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**

- ❖ Do any personnel actions result from this budget modification? Explain.
- ❖ Is the revenue one-time-only in nature?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ Why was the expenditure not included in the annual budget process?
- ❖ What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?
- ❖ Why are no other department/agency fund sources available?
- ❖ Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.
- ❖ Has this request been made before? When? What was the outcome?

If grant application/notice of intent, explain:

- ❖ Who is the granting agency?
- ❖ Specify grant requirements and goals.
- ❖ Explain grant funding detail – is this a one time only or long term commitment?
- ❖ What are the estimated filing timelines?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?
- ❖ How will the county indirect and departmental overhead costs be covered?

4. **Explain any legal and/or policy issues.** Per MCC 15.200 et. seq., we request hearing date of December 19, 2002 in order to meet the annual expiration date.
5. **Explain any citizen and/or other government participation that has or will take place.** Sheriffs Office conducted background checks per MCC 15.200 et. seq. and Assessment and Taxation verified taxes have been paid in full as per MCC 15.200 et. seq.

Required Signatures:

Department/Agency Director: *M. Cecilia Johnson* **Date: 11/27/02**

Budget Analyst

By: **Date:**

Dept/Countywide HR

By: **Date:**



MULTNOMAH COUNTY
LAND USE PLANNING DIVISION
1600 SE 190TH Avenue Portland, OR 97233
PH: 503-988-3043 FAX: 503-988-3389
<http://www.co.multnomah.or.us/dscd/landuse>

Staff Report
Determination of Compliance
2003 Wrecker's License Renewal
Frank Miller Truck Wrecking
15015 NW Mill Road

Case# T1-01-040

This Staff Report and Determination of Compliance is made pursuant to the requirements specified by Multnomah County Code Section 5.10.010 Wrecker certificate processing fees. An application for renewal of a Wrecker Certificate as required by the State of Oregon Department of Motor Vehicles was submitted by Frank Miller, 15015 NW Mill Road, Portland, OR 97231, on November 5, 2002.

I. Conditions of Approval:

1. The applicant shall obtain a Business Certificate as a wrecker of motor vehicles from the Oregon Department of Transportation. Applications for future wrecker's license renewals shall include a copy of the prior years wreckers certificate issued by the Oregon Department of Transportation.
2. If there are any changes to the property during the year prior to renewal of wrecker certification, applications for future wrecker's license renewals shall include submittal of a site plan, drawn to scale, showing the revisions. Expansion of the dimensions of the wrecking yard shall not occur without prior approval of the County.
3. Taxes shall be kept current prior to approval of future wrecker's license renewals.
4. Any application for a wreckers license or renewal must be reviewed by staff and presented to the Board of County Commissioners as required under MCC 15.200 et. seq.

II. Applicable Zoning Considerations:

The applicable zoning considerations as specified in MCC 15.202(B)(3) and (5) are addressed below:

A. Compliance with the requirements of ORS 822.110:

The Oregon Department of Transportation shall issue a wrecker certificate to any person if the person meets all of the following requirements:

- (1) The person must establish that the area approved under the wrecker certificate for use in a wrecking business meets one of the following:**
 - (a) The area is more than 1,100 feet from the nearest edge of the right of way of any state highway.**
 - (b) The business conducted within the area is hidden or adequately screened by the terrain or other natural objects or by plantings, fences or other natural objects or by plantings, fences or other appropriate means, so as not to be visible from the main traveled way of the highway, in accordance with rules adopted by the director.**
 - (c) The area and the business thereon are located in an area zoned for industrial use under authority of the laws of this state.**
- (2) The person must pay the fee required under ORS 822.700 for issuance of a wreckers certificate.**
- (3) The person must complete the application for a wrecker certificate described under ORS 822.115.**
- (4) The person must deliver to the department any approvals by local governments required under ORS 822.140.**
- (5) The person must deliver to the department a bond or letter of credit that meets the requirements of ORS 822.120.**

Finding: Photos taken of the site by Land Use Planning code enforcement staff on 11/15/02 indicate that both natural vegetation and a fence screen vehicles from adjacent roads, property and from Highway 30 on the ridge to the South consistent with ORS 822.110 (1)(b). Recent visual inspections by Land Use Planning Staff confirm the natural vegetation and fence still exist and screen the wrecking yard. However, due to the higher elevation of Highway 30 (St. Helens Highway), the screening does not hide the site from this main travel way entirely. This site has been determined to be a non-conforming use in operation continuously since 1975. Therefore, visibility from Highway 30 is not an issue for this finding because it is a non-conforming use established at a time when the property was zoned for industrial use. The applicant has provided a Surety Bond by Contractors Bonding and Insurance Company (CBIC) with a dated effectiveness of January 1, 2003 to December 31, 2003. Compliance with the requirements of ORS 822.110 (2)-(4) will

be ensured by obtaining a Wreckers Certificate issued by the Oregon Department of Transportation.

B. Compliance with the business locational provisions of ORS 822.135:

(1) A person commits the offense of improperly conducting a wrecking business if the person holds a wrecker certificate issued under ORS 822.110 and the person does any of the following:

(b) Expands the dimensions of or moves any of the person's places of business or opens any additional places of business without obtaining a supplemental wrecker certificate by the procedure under ORS 822.125.

Finding: Staff has found no evidence or indication that the dimensions of the wrecking yard have been expanded beyond that of the existing Wreckers Certificate. The applicant has submitted a site plan clearly identifying the dimensional boundaries of the wrecking yard (fenced and/or screened areas) in relation to property lines and setbacks. A site visit on November 15, 2002 confirms the existing dimensions of the wrecking yard. Expansion of the dimensions of the wrecking yard shall not occur without prior approval of the County.

(g) Fails to keep the premises on the outside of the establishment clear and clean at all times.

Finding: The Land Use Planning Section conducted a field inspection on November 15, 2002 and took photos of the site indicating the area outside the establishment is clear and clean. There has been no indication since that time of the establishment not being kept clear and clean.

(h) Conducts any wrecking, dismantling or altering of vehicles outside the building, enclosure or barrier on the premises of the business.

Finding: Based on the Land Use Planning Section Field Inspection Record dated 11/15/02, no dismantling or altering of vehicles outside the fenced area of the business was evident. Furthermore, there has been no indication since then that the dismantling or altering of vehicles has taken place outside the premises of the business.

C. Compliance with zoning regulations:

The wrecking yard was determined to be a non-conforming use in the 12/16/91 "Report of Site Inspection" contained in the wrecking yard file on the subject property, a copy of which is kept in the Land Use Planning Office. The file contains a record of license renewal requests from 1986 forward. Examination of department land use inventory maps and zoning maps indicates that the business was in existence

on the property in 1975, at which time the property was zoned M-1, which allowed the use. The property was re-zoned in 1997 to MUF-20, a district which does not allow the use, therefore it became non-conforming at that time.

III. Notification:

Notice of this application was sent to the Multnomah County Sheriff on November 26, 2002. A recommendation of approval from the County Sheriff's Office was received on November 26, 2002 based upon a clean background check.

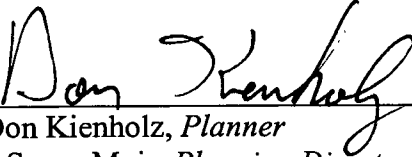
The 2002 Wrecker Renewal License was approved with a condition that "Taxes shall be kept current prior to approval of future wrecker's license renewals." No taxes are currently owed on the property according to a representative of the Multnomah County Assessment and Taxation in an email received on November 15, 2002.

IV. Recommendation:

The staff of the Land Use Planning Section respectfully recommends that the above license renewal be approved, based upon findings that the business satisfies the applicable requirements contained in MCC 15.200* and ORS 822.110, ORS 882.135 and continues to retain a non-conforming status.

Dated this 26th day of November 2002.

Multnomah County Department of Community and Sustainable Development
Land Use Planning Division


By Don Kienholz, *Planner*
For: Susan Muir, *Planning Director*



DEPARTMENT OF TRANSPORTATION
DRIVER AND MOTOR VEHICLE SERVICES
1905 LANA AVE NE, SALEM OREGON 97314

APPLICATION FOR BUSINESS CERTIFICATE AS A WRECKER OF MOTOR VEHICLES OR SALVAGE POOL OPERATOR

CERTIFICATE NUMBER

0426

EXPIRATION DATE

12-31-02

INSTRUCTIONS: ● PLEASE TYPE OR PRINT LEGIBLY WITH INK.

- ALL OWNERS MUST SIGN AND SUBMIT THIS APPLICATION WITH YOUR SURETY BOND AND THE REQUIRED FEE TO DMV BUSINESS LICENSE UNIT, 1905 LANA AVE NE, SALEM OR 97314
- ANY ALTERATION OF LINE 2 VOIDS LOCATION APPROVAL.

FEE: \$150

☐ ORIGINAL ☐ RENEWAL

NAME (IF ASSUMED BUSINESS NAME, FILL IN OREGON REGISTRY NUMBER)

OREGON REGISTRY NUMBER

BUSINESS TELEPHONE

1 Frank Miller Truck Wrecking

(503) 1283-1797

MAIN BUSINESS LOCATION (STREET AND NUMBER)

CITY

ZIP CODE

COUNTY

2 15015 NW Mill Rd

Portland

97231

Multnomah

MAILING ADDRESS

CITY

STATE

ZIP CODE

3 same

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH ADDITIONAL LOCATION FROM WHICH YOU OPERATE YOUR BUSINESS.

CHECK ORGANIZATION TYPE:

☐ CORP. ☐ L.L.C.

IF CORPORATION, LIST THE STATE UNDER WHOSE LAW BUSINESS IS INCORPORATED

IF LLC or CORP., FILL IN OREGON REGISTRY #

4 ☒ INDIVIDUAL ☐ PARTNERSHIP

If you have more than two partners, corporate officers or LLC members, call (503) 945-5052 for instructions.

False certification is a Class B misdemeanor under ORS 162.085 and is punishable by six months in jail, a fine of up to \$1,000 or both. In addition, DMV sanctions against you or your wrecker certificate may be imposed. With this in mind... I certify that I am the owner, a partner, an LLC member, or a corporate officer of this business and that all information on this application is accurate and true. I certify that the right of way of any highway adjacent to the location listed above is used for access to the premises and public parking.

PRINT NAME

TITLE

RESIDENCE TELEPHONE

5 Frank Miller

Owner

(503) 1429-0273

DATE OF BIRTH

DRIVER LICENSE NUMBER

STATE OF ISSUANCE

6 5-21-43

1083707

OR

RESIDENCE ADDRESS

CITY

STATE

ZIP CODE

7 59101 Pebble Creek Rd

Vernonia

OR

97064

MAILING ADDRESS (IF DIFFERENT FROM RESIDENCE)

STATE

ZIP CODE

8 CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 5 ABOVE

DATE

9 X

PRINT NAME

TITLE

RESIDENCE TELEPHONE

10 Frank Miller

(503) 1429-0273

DATE OF BIRTH

DRIVER LICENSE NUMBER

STATE OF ISSUANCE

11

RESIDENCE ADDRESS

CITY

STATE

ZIP CODE

12

MAILING ADDRESS (IF DIFFERENT FROM RESIDENCE)

STATE

ZIP CODE

13

CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 10 ABOVE

DATE

14 X

10-31-02

15 THE DIMENSIONS OF THE PROPERTY ON WHICH THE BUSINESS IS LOCATED ARE _____ ft. X _____ ft.

16 APPROVAL

By signing this application you are authorizing wrecker business to be conducted at the location listed on Line 2 of this application, as defined in ORS 822.100. If wrecker business (i.e.; wrecking, dismantling, disassembling or substantially altering vehicles) cannot be conducted here, or if any of the conditions below are not met, do not sign this approval.

I CERTIFY THAT THE GOVERNING BODY OF THE ☐ CITY ☒ COUNTY OF Multnomah HAS:

- A) APPROVED THE APPLICANT AS BEING SUITABLE TO ESTABLISH, MAINTAIN OR OPERATE A WRECKING YARD OR BUSINESS (ORIGINAL APPLICATIONS ONLY).
- B) DETERMINED THAT THE LOCATION OR PROPOSED LOCATION MEETS THE REQUIREMENTS FOR LOCATION UNDER OREGON REVISED STATUTE 822.110.
- C) DETERMINED THAT THE LOCATION DOES NOT VIOLATE ANY PROHIBITION UNDER OREGON REVISED STATUTE 822.135.
- D) APPROVED THE LOCATION AND DETERMINED THAT THE LOCATION COMPLIES WITH ANY REGULATIONS ADOPTED BY THE JURISDICTION UNDER OREGON REVISED STATUTE 822.140.

I ALSO CERTIFY THAT I AM AUTHORIZED TO SIGN THIS APPLICATION AND AS EVIDENCE OF SUCH AUTHORITY DO AFFIX HEREON THE SEAL OR STAMP OF THE CITY OR COUNTY.

▼ PLACE STAMP OR SEAL HERE ▼

NAME

TITLE

PHONE NUMBER

17

(503) 988-...

SIGNATURE

DATE

18 X

735-373.(8-01)

STK# 300488

SURETY BOND

BOND NUMBER

801881

02 NOV 5 AM 10:02

FAILURE TO COMPLETE THIS FORM WILL CAUSE UNAVOIDABLE DELAY.

CLATSOP COUNTY
PLANNING SECTION**LET IT BE KNOWN:**THAT FRANK MILLER

(OWNER, PARTNERS, CORPORATION NAME)

DOING BUSINESS AS FRANK MILLER TRUCK WRECKING

(ASSUMED BUSINESS NAME, IF ANY)

HAVING PRINCIPAL PLACE OF BUSINESS AT 15015 NW MILL RD PORTLAND, OR 97231

(ADDRESS, CITY, STATE, ZIP CODE)

WITH ADDITIONAL PLACES OF BUSINESS AT _____

(ADDRESS, CITY, STATE, ZIP CODE)

(ADDRESS, CITY, STATE, ZIP CODE)

STATE OF OREGON, AS PRINCIPAL(S), AND

CONTRACTORS BONDING AND INSURANCE COMPANY

(SURETY NAME)

1827 N.E. 44th Ave. Suite 100 Portland, OR 97213

(ADDRESS, CITY, STATE, ZIP CODE)

(503) 287-6000

TELEPHONE NUMBER

A CORPORATION ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF Washington AND AUTHORIZED TO TRANSACT A SURETY BUSINESS IN THE STATE OF OREGON, AS SURETY, ARE HELD AND FIRMLY BOUND UNTO THE STATE OF OREGON IN THE PENAL SUM OF \$2,000 FOR THE PAYMENT OF WHICH WE HEREBY BIND OURSELVES, OUR RESPECTIVE SUCCESSORS AND ASSIGN, JOINTLY AND SEVERALLY, FIRMLY BY THESE PRESENTS.

A CONDITION OF THIS OBLIGATION IS SUCH THAT, WHEN THE ABOVE NAMED PRINCIPAL HAS BEEN ISSUED A CERTIFICATE TO CONDUCT, IN THIS STATE, A BUSINESS WRECKING, DISMANTLING AND SUBSTANTIALLY ALTERING THE FORM OF VEHICLES, SAID PRINCIPAL SHALL CONDUCT SUCH BUSINESS WITHOUT FRAUD OR FRAUDULENT REPRESENTATION, AND WITHOUT VIOLATION OF ANY OF THE PROVISIONS OF THE OREGON VEHICLE CODE SPECIFIED IN ORS 822.120(2) THEN AND IN THAT EVENT THIS OBLIGATION TO BE VOID, OTHERWISE TO REMAIN IN FULL FORCE AND EFFECT UNLESS CANCELED PURSUANT TO ORS 743.755.

THIS BOND IS EFFECTIVE JANUARY 1 2003 AND EXPIRES DECEMBER 31 2003 (BOND MUST EXPIRE ON THE LAST DAY OF THE MONTH.)

-- ANY ALTERATION VOIDS THIS BOND --

IN WITNESS WHEREOF, THE SAID PRINCIPAL AND SAID SURETY HAVE EACH CAUSED THESE PRESENTS TO BE EXECUTED BY ITS AUTHORIZED REPRESENTATIVE OR REPRESENTATIVES AND THE SURETY CORPORATE SEAL TO BE HEREUNTO AFFIXED THIS 1 DAY OF OCTOBER 2002.

SIGNATURE (OWNER/PARTNER/CORPORATE OFFICER)

X

SIGNATURE OF SURETY (AUTHORIZED REPRESENTATIVE)

X

TITLE

TITLE

Attorney-in-Fact**SURETY'S AGENT OR REPRESENTATIVE MUST COMPLETE THIS SECTION:****PLACE SURETY SEAL BELOW**

IN THE EVENT A PROBLEM ARISES CONCERNING THIS BOND, CONTACT:

NAME

CBIC

TELEPHONE NUMBER

(503) 287-6000

ADDRESS

1827 N.E. 44th Ave., Suite 100

CITY, STATE, ZIP CODE

Portland, OR 97213

APPROVED BY ATTORNEY GENERAL'S OFFICE

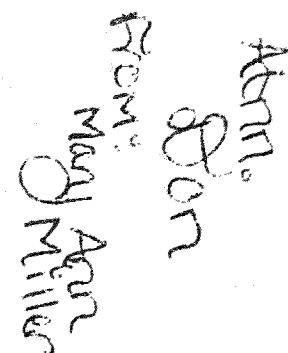


Frank Miller
Site Plan
15015 NW Mill Rd
Portland OR 97231

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PROPERTY SECTION

4



202



Limited Power of Attorney

Home Office:
1213 Valley Street
PO Box 9271
Seattle, WA 98109-0271
(206) 628-7200

KNOW ALL MEN BY THESE PRESENTS that CONTRACTORS BONDING AND INSURANCE COMPANY, a corporation duly organized and existing under the laws of the State of Washington, and having its principal office in Seattle, King County, Washington, does by these presents make, constitute and appoint DEBI LEWIS, of Portland, Oregon, its true and lawful Attorney-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver on behalf of the Company any and all bonds and undertakings of suretyship given for any purpose, provided, however, that no Attorney-in-Fact shall be authorized to execute and deliver any bond or undertaking that shall obligate the Company for any portion of the penal sum thereof in excess of \$6,000,000, and provided, further, that no Attorney-in-Fact shall have the authority to issue a bid or proposal bond for any project where, if a contract is awarded, any bond or undertaking would be required with a penal sum in excess of \$6,000,000; and to bind the Company thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the Company and duly attested by its Secretary; hereby ratifying and confirming all that the said Attorney-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolutions adopted by the Board of Directors of the CONTRACTORS BONDING AND INSURANCE COMPANY on September 8, 1998:

RESOLVED that the President of the Company is authorized to appoint any person as the Company's true and lawful Attorney-in-Fact with power and authority to execute and deliver on behalf of the Company any and all bonds and undertakings of suretyship given for any purpose, subject to such limits as shall be determined by the President of the Company; provided, however, that no such person shall be authorized to execute and deliver any bond or undertaking that shall obligate the Company for any portion of the penal sum thereof in excess of \$10,000,000, and provided, further, that no Attorney-in-Fact shall have the authority to issue a bid or proposal bond for any project where, if a contract is awarded, any bond or undertaking would be required with penal sum in excess of \$10,000,000.

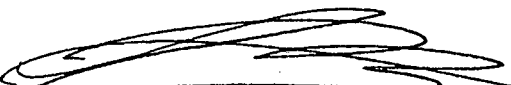
RESOLVED FURTHER that the authority of the Secretary of the Company to certify the authenticity and effectiveness of the foregoing resolution in any Limited Power of Attorney is hereby delegated to the following persons, the signature of any of the following to bind the Company with respect to the authenticity and effectiveness of the foregoing resolutions as if signed by the Secretary of the Company: Donald Sirkin, Steven A. Gaines, John Pleprzny, John D. Minto, Larry A. Byers, Deanna Davis, Kim McCauley, JoAnn Johnson, Pat Dorney, and Tom Dymont.

RESOLVED FURTHER that the signatures (including certification that the Power of Attorney is still in force and effect) of the President, Notary Public and person certifying authenticity and effectiveness, and the corporate and Notary seals appearing on any Limited Power of Attorney containing this and the foregoing resolutions as well as the Limited Power of Attorney itself and its transmission, may be by facsimile; and such Limited Power of Attorney shall be deemed an original in all aspects.

RESOLVED FURTHER that all resolutions adopted prior to today appointing the above named as Attorney-in-Fact for CONTRACTORS BONDING AND INSURANCE COMPANY are hereby superseded.

IN WITNESS WHEREOF, CONTRACTORS BONDING AND INSURANCE COMPANY has caused these presents to be signed by its President and its corporate seal to be hereto affixed this 4th day of October, 2002.

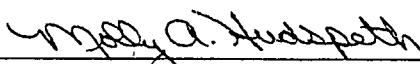
CONTRACTORS BONDING AND INSURANCE COMPANY

By: 
Steven A. Gaines, President

STATE OF WASHINGTON—COUNTY OF KING

On this 4th day of October, 2002, personally appeared STEVEN A. GAINES, to me known to be the President of the corporation that executed the foregoing Limited Power of Attorney and acknowledged said Limited Power of Attorney to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that he is authorized to execute the said Limited Power of Attorney.

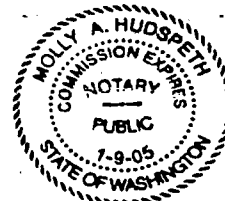
IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.


Notary Public in and for the State of Washington, residing at Seattle

The undersigned, acting under authority of the Board of Directors of CONTRACTORS BONDING AND INSURANCE COMPANY, hereby certifies, as or in lieu of Certificate of the Secretary of CONTRACTORS BONDING AND INSURANCE COMPANY, that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Company, and does hereby further certify that the said Power of Attorney is still in force and effect.

GIVEN under my hand at  this 1 day of October, 2002

PoaDL01.06- US10/04/02



WRECKER CERTIFICATE

WR2426

EFFECTIVE: JANUARY 10, 2002

EXPIRES: DECEMBER 31, 2002

**ISSUED TO> FRANK MILLER TRUCK WRECKING
15015 NW MILL RD
PORTLAND, OR 97231**

This business is authorized to engage in buying, selling, or dealing in vehicles for the purpose of wrecking in the state of Oregon under the provisions of ORS 822.110, and to exercise privileges granted by certificate under the provisions of ORS 822.125. To be valid, this certificate must be prominently posted at the business address listed above and is not valid at any other location. It is not valid if expired, revoked, canceled or suspended, under the provisions of ORS 822.045 and ORS 822.050.

*Manager
Driver and Motor Vehicle Services Branch
Department of Transportation
Salem OR 97314*

*** ALTERATION, MUTILATION OR ERASURE WILL VOID CERTIFICATE ***

RECEIVED

02 NOV -5 AM 10:01

COUNTY

KIENHOLZ Don D

From: ARMSTRACHAN Lauren E
Sent: Monday, November 25, 2002 1:56 PM
To: KIENHOLZ Don D
Subject: RE: Wrecking yard taxes

ACCT R97128-0710 - NO TAXES DUE - PAID 11-7-02

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

From: KIENHOLZ Don D
Sent: Monday, November 25, 2002 1:50 PM
To: ARMSTRACHAN Lauren E
Subject: Wrecking yard taxes

Hi Lauren,

We've received our annual applications for the Wrecking yards in the unincorporated county and need to know if they are up to date on their taxes. Could you send me separate emails for each wrecker telling me if they are up to date on the taxes? I'd appreciate it. thanks!

here are the R#'s and addresses:

Frank Miller
Frank Miller Truck Wrecking
15015 NW Mill Road
R#971280710

Harold and Irma Milne
Loop Highway Towing
28609 SE Orient Dr
R994191000

They came in to us late again so if you could get back to me as soon as you can, they would appreciate it, as would I. But I know how it goes... especially with the holidays.

Thanks,
Don Kienholz
Planner
Multnomah County Planning

KIENHOLZ Don D

From: ALLEN Kathy A
Sent: Tuesday, November 26, 2002 10:33 AM
To: KIENTHOLZ Don D
Subject: RE: Wrecker renewal and Background Checks

DON,

ALL ARE APPROVED, WAS THERE JUST THE THREE FOR NOW?

THANKS,
KATHY ALLEN



Multnomah County Sheriff's Office

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

DAN NOELLE
SHERIFF(503) 288-3800
TTY (503) 251-2484

Permission is given for Multnomah County Sheriff's Office to conduct a criminal background investigation in accordance with County Ordinance 723.

This permission is given in connection with the operation of a wrecking yard in Multnomah County.

Name of Owner/Manager: Miles Frank Patricia
 Home Address: 5911 1st Ave. NE, Vancouver, OR 97064
 DOB: 5/1/43 SS# 542-44-6796 Sex M Race W Driver's Lic. # CR St. OR

Signature: [Signature]

1. Full Name: _____

Address: _____

DOB / / SS# _____ Sex _____ Race _____ Driver's Lic. # _____ St. _____

Signature: _____

2. Full Name: _____

Address: _____

DOB / / SS# _____ Sex _____ Race _____ Driver's Lic. # _____ St. _____

Signature: _____

3. Full Name: _____

Address: _____

DOB / / SS# _____ Sex _____ Race _____ Driver's Lic. # _____ St. _____

Signature: _____

FOR OFFICIAL USE ONLY

approve

disapprove

date

Sheriff's Office Recommendation: _____

Comments: _____



DEPARTMENT OF TRANSPORTATION
DRIVER AND MOTOR VEHICLE SERVICES
1905 LANA AVE NE, SALEM OREGON 97314

APPLICATION FOR BUSINESS CERTIFICATE

AS A WRECKER OF MOTOR VEHICLES OR
SALVAGE POOL OPERATOR

CERTIFICATE NUMBER

EXPIRATION DATE

FEE: \$150

☐ ORIGINAL ☐ RENEWAL

INSTRUCTIONS: ● PLEASE TYPE OR PRINT LEGIBLY WITH INK.

● ALL OWNERS MUST SIGN AND SUBMIT THIS APPLICATION WITH YOUR SURETY BOND AND THE REQUIRED FEE TO DMV BUSINESS LICENSE UNIT, 1905 LANA AVE NE, SALEM OR 97314

● ANY ALTERATION OF LINE 2 VOIDS LOCATION APPROVAL.

NAME (IF ASSUMED BUSINESS NAME, FILL IN OREGON REGISTRY NUMBER)

OREGON REGISTRY NUMBER

BUSINESS TELEPHONE

1 Frank Miller Truck Wrecking

(503) 1283-1797

MAIN BUSINESS LOCATION (STREET AND NUMBER)

CITY

ZIP CODE

COUNTY

2 15015 NW Mill Rd

Portland

97231

Multnomah

MAILING ADDRESS

CITY

STATE

ZIP CODE

3 same

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH ADDITIONAL LOCATION FROM WHICH YOU OPERATE YOUR BUSINESS.

CHECK ORGANIZATION TYPE:

☐ CORP.

☐ L.L.C.

IF CORPORATION, LIST THE STATE UNDER WHOSE LAW BUSINESS IS INCORPORATED

IF LLC or CORP., FILL IN OREGON REGISTRY #

4 ☒ INDIVIDUAL ☐ PARTNERSHIP

If you have more than two partners, corporate officers or LLC members, call (503) 945-5052 for instructions.

False certification is a Class B misdemeanor under ORS 162.085 and is punishable by six months in jail, a fine of up to \$1,000 or both. In addition, DMV sanctions against you or your wrecker certificate may be imposed. With this in mind... I certify that I am the owner, a partner, an LLC member, or a corporate officer of this business and that all information on this application is accurate and true. I certify that the right of way of any highway adjacent to the location listed above is used for access to the premises and public parking.

PRINT NAME

TITLE

RESIDENCE TELEPHONE

5 Frank Miller

Owner

(503) 1429-0273

DATE OF BIRTH

DRIVER LICENSE NUMBER

STATE OF ISSUANCE

6 5-21-43

1083707

OR

RESIDENCE ADDRESS

CITY

STATE

ZIP CODE

7 59101 Pebble Creek Rd

Vernonia

OR

97064

MAILING ADDRESS (IF DIFFERENT FROM RESIDENCE)

STATE

ZIP CODE

8 CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 5 ABOVE

DATE

9 ☒

PRINT NAME

TITLE

RESIDENCE TELEPHONE

10 Frank Miller

(503) 1429-0273

DATE OF BIRTH

DRIVER LICENSE NUMBER

STATE OF ISSUANCE

11 RESIDENCE ADDRESS

CITY

STATE

ZIP CODE

12 MAILING ADDRESS (IF DIFFERENT FROM RESIDENCE)

STATE

ZIP CODE

13 CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 10 ABOVE

DATE

14 ☒ *[Signature]*

10-31-02

15 THE DIMENSIONS OF THE PROPERTY ON WHICH THE BUSINESS IS LOCATED ARE _____ ft. X _____ ft.

APPROVAL

By signing this application you are authorizing wrecker business to be conducted at the location listed on Line 2 of this application, as defined in ORS 822.100. If wrecker business (i.e.; wrecking, dismantling, disassembling or substantially altering vehicles) cannot be conducted here, or if any of the conditions below are not met, do not sign this approval.

I CERTIFY THAT THE GOVERNING BODY OF THE ☐ CITY ☒ COUNTY OF Multnomah HAS:

- A) APPROVED THE APPLICANT AS BEING SUITABLE TO ESTABLISH, MAINTAIN OR OPERATE A WRECKING YARD OR BUSINESS (ORIGINAL APPLICATIONS ONLY).
- B) DETERMINED THAT THE LOCATION OR PROPOSED LOCATION MEETS THE REQUIREMENTS FOR LOCATION UNDER OREGON REVISED STATUTE 822.110.
- C) DETERMINED THAT THE LOCATION DOES NOT VIOLATE ANY PROHIBITION UNDER OREGON REVISED STATUTE 822.135.
- D) APPROVED THE LOCATION AND DETERMINED THAT THE LOCATION COMPLIES WITH ANY REGULATIONS ADOPTED BY THE JURISDICTION UNDER OREGON REVISED STATUTE 822.140.

I ALSO CERTIFY THAT I AM AUTHORIZED TO SIGN THIS APPLICATION AND AS EVIDENCE OF SUCH AUTHORITY DO AFFIX HEREON THE SEAL OR STAMP OF THE CITY OR COUNTY.

▼ PLACE STAMP OR SEAL HERE ▼

NAME

TITLE

PHONE NUMBER

17 DIANE M. LINN

COUNTY CHAIR

503.988.3308

SIGNATURE

DATE

18 ☒ *[Signature]*

12/19/02

735-373 (8-01)

STK# 300488

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:
Meeting Date: December 19, 2002

Agenda Item #: C-2

Est. Start Time: 9:00 AM

Date Submitted: 11/27/02

Requested Date: December 19, 2002

Time Requested: N/A

Department: Business & Community Services

Division: LUT

Contact/s: Don Kienholz

Phone: (503) 988-3043

Ext.: 29270

I/O Address: 455/116

Presenters: Consent Calendar

Agenda Title: Renewal of Wrecker License for Harold Milne of Loop-Hi Way Towing

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

-
1. **What action are you requesting from the Board? What is the department/agency recommendation?** Approval
 2. **Please provide sufficient background information for the Board and the public to understand this issue.** See Staff Report
 3. **Explain the fiscal impact (current year and ongoing).** 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.

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**

- ❖ Do any personnel actions result from this budget modification? Explain.
- ❖ Is the revenue one-time-only in nature?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ Why was the expenditure not included in the annual budget process?
- ❖ What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?
- ❖ Why are no other department/agency fund sources available?
- ❖ Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.
- ❖ Has this request been made before? When? What was the outcome?

If grant application/notice of intent, explain:

- ❖ Who is the granting agency?
- ❖ Specify grant requirements and goals.
- ❖ Explain grant funding detail – is this a one time only or long term commitment?
- ❖ What are the estimated filing timelines?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?
- ❖ How will the county indirect and departmental overhead costs be covered?

4. **Explain any legal and/or policy issues.** Per MCC 15.200 et. seq., we request hearing date of December 19, 2002 in order to meet the annual expiration date.
5. **Explain any citizen and/or other government participation that has or will take place.** Sheriffs Office conducted background checks per MCC 15.200 et. seq. and Assessment and Taxation verified taxes have been paid in full as per MCC 15.200 et. seq.

Required Signatures:

Department/Agency Director: *M. Cecilia Johnson* **Date: 11/27/02**

Budget Analyst

By: **Date:**

Dept/Countywide HR

By: **Date:**



MULTNOMAH COUNTY
LAND USE PLANNING DIVISION
1600 SE 190TH Avenue Portland, OR 97233
PH: 503-988-3043 FAX: 503-988-3389
<http://www.co.multnomah.or.us/dscd/landuse>

Staff Report
Determination of Compliance
2001 Wrecker's License Renewal
28609 SE Orient Drive
Loop Hi-Way Towing

T1-02-042

This Staff Report and Determination of Compliance is made pursuant to the requirements specified by Multnomah County Code (MCC) 15.200 et. seq. Wrecker Certificate as authorized by ORS 822.140. An application for renewal of a Wrecker Certificate as required by the State of Oregon Department of Motor Vehicles was submitted by Loop Hi-way Towing, 28609 SE Orient Drive, Gresham, OR 97080 on November 20, 2002

I. Conditions of Approval:

1. The applicant shall obtain a Business Certificate as a wrecker of motor vehicles from the Oregon Department of Transportation. Applications for future wrecker's license renewals shall include a copy of the prior years wreckers certificate issued by the Oregon Department of Transportation.
2. If there are any changes to the property during the year prior to renewal of wrecker certification, applications for future wrecker's license renewals shall include submittal of a site plan, drawn to scale, showing the revisions. Expansion of the dimensions of the wrecking yard shall not occur without prior approval of the County.
3. Taxes shall be kept current prior to approval of future wrecker's license renewals.
4. Any application for a wreckers license or renewal must be reviewed by staff and presented to the Board of County Commissioners as required under MCC 15.200 et. seq.

II. Applicable Zoning Considerations:

The applicable zoning considerations as specified in MCC 15.202(B)(3) and (5) are addressed below:

A. Compliance with the requirements of ORS 822.110:

The Oregon Department of Transportation shall issue a wrecker certificate to any person if the person meets all of the following requirements:

- (1) The person must establish that the area approved under the wrecker certificate for use in a wrecking business meets one of the following:
 - (a) The area is more than 1,100 feet from the nearest edge of the right of way of any state highway.
 - (b) The business conducted within the area is hidden or adequately screened by the terrain or other natural objects or by plantings, fences or other natural objects or by plantings, fences or other appropriate means, so as not to be visible from the main traveled way of the highway, in accordance with rules adopted by the director.
 - (c) The area and the business thereon are located in an area zoned for industrial use under authority of the laws of this state.
- (2) The person must pay the fee required under ORS 822.700 for issuance of a wreckers certificate.
- (3) The person must complete the application for a wrecker certificate described under ORS 822.115.
- (4) The person must deliver to the department any approvals by local governments required under ORS 822.140.
- (5) The person must deliver to the department a bond or letter of credit that meets the requirements of ORS 822.120.

Finding: Photos taken of the site by Land Use Planning code enforcement staff on November 26, 2002 indicate that both natural vegetation and a fence screen vehicles from adjacent roads consistent with ORS 833.110 (1)(b). Compliance with the requirements with ORS 833.110 (2)-(5) are ensured by the Wreckers Certificate issued by the Oregon Department of Transportation. Old Republic Surety Company has provided the bond necessary to comply with ORS 822.120. A Wreckers Certificate for 2002 was submitted to the Land Use Planning Division and is in the case file.

B. Compliance with the business locational provisions of ORS 822.135:

- (1) A person commits the offense of improperly conducting a wrecking business if the person holds a wrecker certificate issued under ORS 822.110 and the person does any of the following:
 - (b) Expands the dimensions of or moves any of the person's places of business or opens any additional places of business without obtaining a supplemental wrecker certificate by the procedure under ORS 822.125.

Finding: Staff has found no evidence or indication that the dimensions of the wrecking yard have been expanded beyond that of the existing Wreckers Certificate. A site plan was submitted that clearly identifies the dimensional boundaries of the

wrecking yard (fenced and/or screened areas) in relation to property lines. Expansion of the dimensions of the wrecking yard shall not occur without prior approval of the County.

(g) Fails to keep the premises on the outside of the establishment clear and clean at all times.

Finding: The Land Use Planning Section has determined through visual inspection that the area outside the establishment is clean and clear. All material and activity relating to the wrecking yard are taking place within the confines of the wrecking yard property and fences.

(h) Conducts any wrecking, dismantling or altering of vehicles outside the building, enclosure or barrier on the premises of the business.

Finding: Based on the Land Use Planning Section's site visit on November 26, 2002, no dismantling, altering, or storage of wrecked vehicles outside the fenced area of the business was evident.

C. Compliance with zoning regulations:

Multnomah County Land Use Planning holds a record of license renewal requests from 1961 to the present, however intermittent years are missing. Examination of land use inventory maps and zoning maps indicate that the business was in existence on the property before 1977, at which time the property was zoned M-2, which allowed the use of a wrecking yard. The property was re-zoned in 1977 (Ordinance 148) to RC, a district which does not allow the use, therefore it became non-conforming at that time.

III. Notification:

Notice of this application was sent to the Multnomah County Sheriff on November 26, 2002. The County Sheriff's Office conducted a background check and gave their approval on November 26, 2002 by declaring the applicant passed the background check.

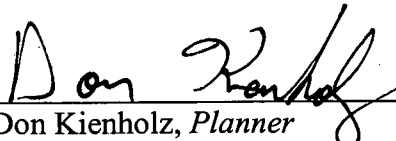
The 2002 Wrecker Renewal License was approved with a condition that "Taxes shall be kept current prior to approval of future wrecker's license renewals." Taxes were paid for 2002 on November 15, 2002.

IV. Recommendation:

The staff of the Land Use Planning Section respectfully recommends that the above license renewal be approved, subject to conditions, based upon findings that the business satisfies the applicable requirements contained in MCC 15.200 et. seq. and ORS 822.110, ORS 882.135 and continues to retain a non-conforming status

Dated this 26th day, November 2002,

Multnomah County Department of Business and Community Services
Land Use and Transportation Division


By Don Kienholz, *Planner*
For: Susan Muir, *Planning Director*



DEPARTMENT OF TRANSPORTATION
DRIVER AND MOTOR VEHICLE SERVICES
1905 LANA AVE NE, SALEM OREGON 97314

APPLICATION FOR BUSINESS CERTIFICATE
AS A WRECKER OF MOTOR VEHICLES OR
SALVAGE POOL OPERATOR

CERTIFICATE NUMBER

EXPIRATION DATE

INSTRUCTIONS: ● PLEASE TYPE OR PRINT LEGIBLY WITH INK.

- ALL OWNERS MUST SIGN AND SUBMIT THIS APPLICATION WITH YOUR SURETY BOND AND THE REQUIRED FEE TO DMV BUSINESS LICENSE UNIT, 1905 LANA AVE NE, SALEM OR 97314
- ANY ALTERATION OF LINE 2 VOIDES LOCATION APPROVAL.

FEE: \$150

☐ ORIGINAL ☒ RENEWAL

NAME (IF ASSUMED BUSINESS NAME, FILL IN OREGON REGISTRY NUMBER)

OREGON REGISTRY NUMBER

BUSINESS TELEPHONE

1 Loop Hi-Way Towing

498115-81

(503) 663-3111

MAIN BUSINESS LOCATION (STREET AND NUMBER)

CITY

ZIP CODE

COUNTY

2 28609 SE. Orient Dr.

Gresham

97080

Mult.

MAILING ADDRESS

CITY

STATE

ZIP CODE

3 28609 SE. Orient Dr.

Gresham

OR.

97080

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH ADDITIONAL LOCATION FROM WHICH YOU OPERATE YOUR BUSINESS.

CHECK ORGANIZATION TYPE:

☐ CORP. ☐ L.L.C.

IF CORPORATION, LIST THE STATE UNDER WHOSE LAW BUSINESS IS INCORPORATED

IF L.L.C. or CORP., FILL IN OREGON REGISTRY #

☐ INDIVIDUAL ☒ PARTNERSHIP

If you have more than two partners, corporate officers or LLC members, call (503) 945-5052 for instructions.

False certification is a Class B misdemeanor under ORS 162.085 and is punishable by six months in jail, a fine of up to \$1,000 or both. In addition, DMV sanctions against you or your wrecker certificate may be imposed. With this in mind... I certify that I am the owner, a partner, an LLC member, or a corporate officer of this business and that all information on this application is accurate and true. I certify that the right of way of any highway adjacent to the location listed above is used for access to the premises and public parking.

PRINT NAME

TITLE

RESIDENCE TELEPHONE

5 Harold M. Milne

Partner

(503) 663-5843

DATE OF BIRTH

DRIVER LICENSE NUMBER

STATE OF ISSUANCE

6 8/5/43

16416

Oregon

RESIDENCE ADDRESS

CITY

STATE

ZIP CODE

7 28304 SE Orient Dr.

Gresham

OR

97080

MAILING ADDRESS (IF DIFFERENT FROM RESIDENCE)

STATE

ZIP CODE

CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 5 ABOVE

DATE

9 X Harold M. Milne

11/18/02

PRINT NAME

TITLE

RESIDENCE TELEPHONE

10 Carl H. Milne

Partner

(503) 663-5462

DATE OF BIRTH

DRIVER LICENSE NUMBER

STATE OF ISSUANCE

11 1/11/49

1164029

Oregon

RESIDENCE ADDRESS

CITY

STATE

ZIP CODE

12 33915 SE. Lusted Rd.

Gresham

OR.

97080

MAILING ADDRESS (IF DIFFERENT FROM RESIDENCE)

STATE

ZIP CODE

CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 10 ABOVE

DATE

14 X Carl H. Milne

11/18/02

15 THE DIMENSIONS OF THE PROPERTY ON WHICH THE BUSINESS IS LOCATED ARE 1 1/2 Acres ft.

APPROVAL

By signing this application you are authorizing wrecker business to be conducted at the location listed on Line 2 of this application, as defined in ORS 822.100. If wrecker business (i.e.; wrecking, dismantling, disassembling or substantially altering vehicles) cannot be conducted here, or if any of the conditions below are not met, do not sign this approval.

I CERTIFY THAT THE GOVERNING BODY OF THE ☐ CITY ☐ COUNTY OF _____ HAS:

- A) APPROVED THE APPLICANT AS BEING SUITABLE TO ESTABLISH, MAINTAIN OR OPERATE A WRECKING YARD OR BUSINESS (ORIGINAL APPLICATIONS ONLY).
- B) DETERMINED THAT THE LOCATION OR PROPOSED LOCATION MEETS THE REQUIREMENTS FOR LOCATION UNDER OREGON REVISED STATUTE 822.110.
- C) DETERMINED THAT THE LOCATION DOES NOT VIOLATE ANY PROHIBITION UNDER OREGON REVISED STATUTE 822.135.
- D) APPROVED THE LOCATION AND DETERMINED THAT THE LOCATION COMPLIES WITH ANY REGULATIONS ADOPTED BY THE JURISDICTION UNDER OREGON REVISED STATUTE 822.140.

I ALSO CERTIFY THAT I AM AUTHORIZED TO SIGN THIS APPLICATION AND AS EVIDENCE OF SUCH AUTHORITY DO AFFIX HEREON THE SEAL OR STAMP OF THE CITY OR COUNTY.

▼ PLACE STAMP OR SEAL HERE ▼

NAME

TITLE

PHONE NUMBER

17 SIGNATURE

DATE

18 X

735-373 (8-04)

STK# 300488

SURETY BOND

BOND NUMBER

YLI 200603

NOTE: TO BE COMPLETED BY BONDING COMPANY. FAILURE TO ACCURATELY COMPLETE THIS FORM WILL CAUSE DELAY. PLEASE TYPE OR PRINT LEGIBLY WITH INK.

LET IT BE KNOWN:

THAT HAROLD M. MILNE AND CARL H. MILNE

(OWNER, PARTNERS, CORPORATION NAME)

DOING BUSINESS AS LOOP HI-WAY TOWING

(ASSUMED BUSINESS NAME, IF ANY)

HAVING PRINCIPAL PLACE OF BUSINESS AT 28609 S.E. ORIENT DR., GRESHAM, OR 97080

(ADDRESS, CITY, STATE, ZIP CODE)

WITH ADDITIONAL PLACES OF BUSINESS AT _____

(ADDRESS, CITY, STATE, ZIP CODE)

(ADDRESS, CITY, STATE, ZIP CODE)

STATE OF OREGON, AS PRINCIPAL(S), AND OLD REPUBLIC SURETY COMPANY

(SURETY NAME)

P.O. BOX 4627, PORTLAND, OR 97208-4627

(ADDRESS, CITY, STATE, ZIP CODE)

503-245-6242

TELEPHONE NUMBER

A CORPORATION ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AND AUTHORIZED TO TRANSACT A SURETY BUSINESS IN THE STATE OF OREGON, AS SURETY, ARE HELD AND FIRMLY BOUND UNTO THE STATE OF OREGON IN THE PENAL SUM OF \$2,000 FOR THE PAYMENT OF WHICH WE HEREBY BIND OURSELVES, OUR RESPECTIVE SUCCESSORS AND ASSIGN, JOINTLY AND SEVERALLY, FIRMLY BY THESE PRESENTS.

A CONDITION OF THIS OBLIGATION IS SUCH THAT, WHEN THE ABOVE NAMED PRINCIPAL HAS BEEN ISSUED A CERTIFICATE TO CONDUCT, IN THIS STATE, A BUSINESS WRECKING, DISMANTLING AND SUBSTANTIALLY ALTERING THE FORM OF VEHICLES, SAID PRINCIPAL SHALL CONDUCT SUCH BUSINESS WITHOUT FRAUD OR FRAUDULENT REPRESENTATION, AND WITHOUT VIOLATION OF ANY OF THE PROVISIONS OF THE OREGON VEHICLE CODE SPECIFIED IN ORS 822.120(2) THEN AND IN THAT EVENT THIS OBLIGATION TO BE VOID, OTHERWISE TO REMAIN IN FULL FORCE AND EFFECT UNLESS CANCELED PURSUANT TO ORS 743.755.

THIS BOND IS EFFECTIVE JANUARY 1 2003 AND EXPIRES DECEMBER 31 2003 (BOND MUST EXPIRE ON THE LAST DAY OF THE MONTH.)

— ANY ALTERATION VOIDS THIS BOND —

IN WITNESS WHEREOF, THE SAID PRINCIPAL AND SAID SURETY HAVE EACH CAUSED THESE PRESENTS TO BE EXECUTED BY ITS AUTHORIZED REPRESENTATIVE OR REPRESENTATIVES AND THE SURETY CORPORATE SEAL TO BE HEREUNTO AFFIXED. THIS 23RD DAY OF AUGUST 2002


SIGNATURE OF OWNER, PARTNER OR CORPORATE OFFICER



TITLE

Partner

SIGNATURE OF SURETY (AUTHORIZED REPRESENTATIVE)



TITLE

Helen L. Seidl, Attorney in Fact

SURETY'S AGENT OR REPRESENTATIVE MUST COMPLETE THIS SECTION:

PLACE SURETY SEAL BELOW

IN THE EVENT A PROBLEM ARISES CONCERNING THIS BOND, CONTACT:

NAME

OLD REPUBLIC SURETY COMPANY

TELEPHONE NUMBER

503-245-6242

ADDRESS

P.O. BOX 4627

CITY, STATE, ZIP CODE

PORTLAND, OR 97208-4627

APPROVED BY ATTORNEY GENERAL'S OFFICE



POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint: Helen L. Seidl, of Portland, OR

its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the Company as surety, to execute and deliver and affix the seal of the Company thereto if a seal is required, bonds, undertakings, recognizances or other written obligations in the nature thereof, as follows:

All written instruments -----

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18, 1982.

RESOLVED that the president, any vice president or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint Attorneys-in-Fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the Company to execute and deliver and affix the seal of the Company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such Attorney-in-Fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

- (i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
- (ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized Attorney-in-Fact or agent; or
- (iii) when duly executed and sealed (if a seal be required) by one or more Attorneys-in-Fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the Company to such person or persons.

RESOLVED FURTHER that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 21st day of December, 2000.

OLD REPUBLIC SURETY COMPANY

Geraldine J. Stelter
Assistant Secretary



William A. Foran
Vice President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 21st day of December, 2000, personally came before me, William A. Foran and Geraldine J. Stelter, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.



Sharon A. Pizur
Notary Public

My Commission Expires: 02/18/2001

CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.



Signed and sealed at the City of Brookfield this 23rd day of August, 2002

Geraldine J. Stelter
Assistant Secretary

FAX COVER SHEET**Loop Hi-Way Towing**

28609 S.E. Orient Dr.

Gresham, Or. 97080

503-663-3111

Fax-663-7122

TO: *Alyssa Isenstein*COMPANY NAME: *Mult. Co. Planning Comm.*FAX NUMBER: *503-988-~~3043~~ 3389*

FROM:

Irma @ Loop Hi-Way

DESCRIPTION:

*Wrecker's Lic. Certificate**Ref to T1-02-042*CLATSOP COUNTY
PLANNING SECTION

02 NOV 20 PM 4:23

RECEIVED

NUMBER OF PAGES SENT (Including Cover Sheet): DATE SENT: *11/20/2002*

If there is a problem receiving

this transmission please contact: Loop Hi-Way Towing
503-663-3111

RECEIVED

02 NOV 20 PM 4:26

PAGE 02

LOOP TOWING

5036637122

11/20/2002 17:06

WRECKER CERTIFICATE

WR2007

EFFECTIVE: JANUARY 1, 2002

EXPIRES: DECEMBER 31, 2002

ISSUED TO> **LOOP HI-WAY TOWING**
28609 SE ORIENT DR
GRESHAM, OR 97030

This business is authorized to engage in buying, selling, or dealing in vehicles for the purpose of wrecking in the state of Oregon under the provisions of ORS 822.110, and to exercise privileges granted by certificate under the provisions of ORS 822.125. To be valid, this certificate must be prominently posted at the business address listed above and is not valid at any other location. It is not valid if expired, revoked, canceled or suspended, under the provisions of ORS 822.045 and ORS 822.050.

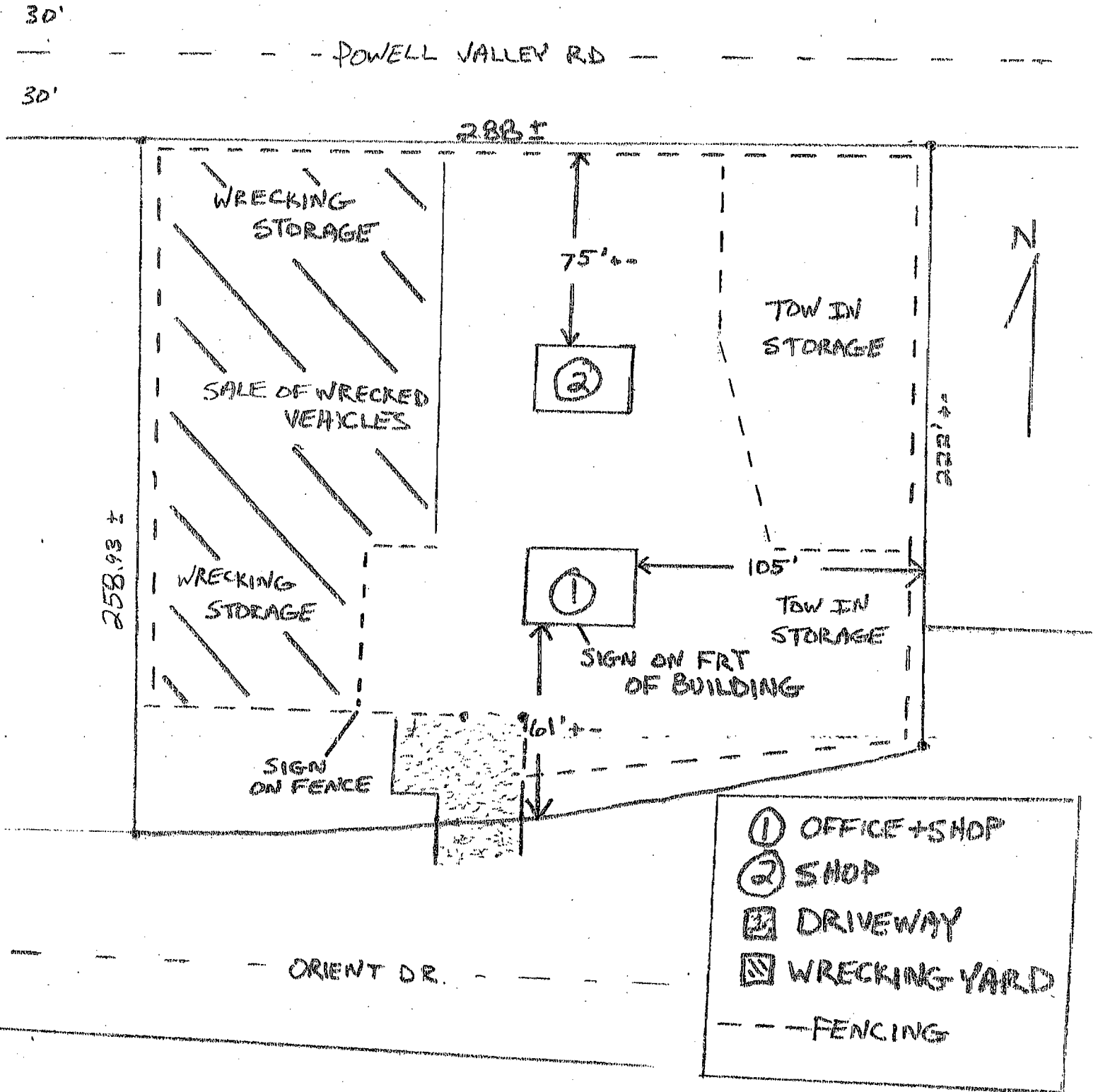
Manager
Driver and Motor Vehicle Services Branch
Department of Transportation
Salem OR 97317

*** ALTERATION, MUTILATION OR ERASURE WILL VOID CERTIFICATE ***

28609 SE Orient Dr.
Gresham, OR 97080

LOOP 111-WAY TOWING LIVED
Site Plan Scale 1"=50'
02 NOV 20 PM 3:39

CLATSOP COUNTY
PLANNING SECTION



02 NOV 20 PM 3:39



Multnomah County Sheriff's Office

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

DAN NOELLE
SHERIFF(503) 255-3600
TTY (503) 251-2484

Permission is given for Multnomah County Sheriff's Office to conduct a criminal background investigation in accordance with County Ordinance 723. This permission is given in connection with the operation of a wrecking yard in Multnomah County.

Name or Owner/Manager Milne Harold, Michael
 Home Address: 28304 S.E. Orient Dr. Gresham
 Last First Middle Other
 DOB: 8/15/43 SS# 544-56-9405 Sex M Race W Driver's Lic.# 16416 St. OR
 Signature: [Signature]

1. Full Name: Milne, Carl, Harvey
 Address: 33915 S.E. Lusted Rd. Gresham
 DOB 1/11/49 SS# 543-64-9542 Sex M Race W Driver's Lic.# 1164029 St. OR
 Signature: [Signature]

2. Full Name: _____
 Address: _____
 DOB / / SS# _____ Sex _____ Race _____ Driver's Lic.# _____ St. _____
 Signature: _____

3. Full Name: _____
 Address: _____
 DOB / / SS# _____ Sex _____ Race _____ Driver's Lic.# _____ St. _____
 Signature: _____

FOR OFFICIAL USE ONLY

approve

disapprove

date

Sheriff's Office Recommendation: _____

Comments: _____

KIENHOLZ Don D

From: ALLEN Kathy A
Sent: Tuesday, November 26, 2002 10:33 AM
To: KIENHOLZ Don D
Subject: RE: Wrecker renewal and Background Checks

DON,

ALL ARE APPROVED, WAS THERE JUST THE THREE FOR NOW?

THANKS,
KATHY ALLEN

KIENHOLZ Don D

From: ARMSTRACHAN Lauren E
Sent: Monday, November 25, 2002 1:56 PM
To: KIENHOLZ Don D
Subject: RE: Wrecking yard taxes

ACCT R99419-1000 NO TAXES DUE - TAXES PAID 11-15-02

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

From: KIENHOLZ Don D
Sent: Monday, November 25, 2002 1:50 PM
To: ARMSTRACHAN Lauren E
Subject: Wrecking yard taxes

Hi Lauren,

We've received our annual applications for the Wrecking yards in the unincorporated county and need to know if they are up to date on their taxes. Could you send me separate emails for each wrecker telling me if they are up to date on the taxes? I'd appreciate it. thanks!

here are the R#'s and addresses:

Frank Miller
Frank Miller Truck Wrecking
15015 NW Mill Road
R#971280710

Harold and Irma Milne
Loop Highway Towing
28609 SE Orient Dr
R994191000

They came in to us late again so if you could get back to me as soon as you can, they would appreciate it, as would I. But I know how it goes... especially with the holidays.

Thanks,
Don Kienholz
Planner
Multnomah County Planning



DEPARTMENT OF TRANSPORTATION
DRIVER AND MOTOR VEHICLE SERVICES
1905 LANA AVE NE, SALEM OREGON 97314

APPLICATION FOR BUSINESS CERTIFICATE AS A WRECKER OF MOTOR VEHICLES OR SALVAGE POOL OPERATOR

CERTIFICATE NUMBER

EXPIRATION DATE

INSTRUCTIONS: ● PLEASE TYPE OR PRINT LEGIBLY WITH INK.

- ALL OWNERS MUST SIGN AND SUBMIT THIS APPLICATION WITH YOUR SURETY BOND AND THE REQUIRED FEE TO DMV BUSINESS LICENSE UNIT, 1905 LANA AVE NE, SALEM OR 97314
- ANY ALTERATION OF LINE 2 VOIDS LOCATION APPROVAL.

FEE: \$150

☐ ORIGINAL ☒ RENEWAL

1 NAME (IF ASSUMED BUSINESS NAME, FILL IN OREGON REGISTRY NUMBER) Loop Hi-Way Towing		OREGON REGISTRY NUMBER 498115-81	BUSINESS TELEPHONE (503) 663-3111
2 MAIN BUSINESS LOCATION (STREET AND NUMBER) 28609 SE Orient Dr.		CITY Gresham	ZIP CODE 97080
3 MAILING ADDRESS 28609 SE Orient Dr.		CITY Gresham	STATE OR
		ZIP CODE 97080	

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH ADDITIONAL LOCATION FROM WHICH YOU OPERATE YOUR BUSINESS.

4 CHECK ORGANIZATION TYPE: <input type="checkbox"/> CORP. <input type="checkbox"/> L.L.C. <input checked="" type="checkbox"/> PARTNERSHIP		IF CORPORATION, LIST THE STATE UNDER WHOSE LAW BUSINESS IS INCORPORATED	IF LLC or CORP., FILL IN OREGON REGISTRY #
If you have more than two partners, corporate officers or LLC members, call (503) 945-5052 for instructions.			

False certification is a Class B misdemeanor under ORS 162.085 and is punishable by six months in jail, a fine of up to \$1,000 or both. In addition, DMV sanctions against you or your wrecker certificate may be imposed. With this in mind... I certify that I am the owner, a partner, an LLC member, or a corporate officer of this business and that all information on this application is accurate and true. I certify that the right of way of any highway adjacent to the location listed above is used for access to the premises and public parking.

5 PRINT NAME Harold M. Milne		TITLE Partner	RESIDENCE TELEPHONE (503) 663-5843
6 DATE OF BIRTH 8/5/43	DRIVER LICENSE NUMBER 16416	STATE OF ISSUANCE Oregon	
7 RESIDENCE ADDRESS 28304 SE Orient Dr.		CITY Gresham	STATE OR
8 MAILING ADDRESS (IF DIFFERENT FROM RESIDENCE)		STATE	ZIP CODE 97080

9 CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 5 ABOVE <i>[Signature]</i>		DATE 11/18/02
---	--	-------------------------

10 PRINT NAME Carl H. Milne		TITLE Partner	RESIDENCE TELEPHONE (503) 663-5462
11 DATE OF BIRTH 1/1/49	DRIVER LICENSE NUMBER 1164029	STATE OF ISSUANCE Oregon	
12 RESIDENCE ADDRESS 33915 SE Lusted Rd		CITY Gresham	STATE OR
13 MAILING ADDRESS (IF DIFFERENT FROM RESIDENCE)		STATE	ZIP CODE 97080

14 CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 10 ABOVE <i>[Signature]</i>		DATE 11/18/02
---	--	-------------------------

15 THE DIMENSIONS OF THE PROPERTY ON WHICH THE BUSINESS IS LOCATED ARE 1 1/2 acres ft.

16 APPROVAL
By signing this application you are authorizing wrecker business to be conducted at the location listed on Line 2 of this application, as defined in ORS 822.100. If wrecker business (i.e.; wrecking, dismantling, disassembling or substantially altering vehicles) cannot be conducted here, or if any of the conditions below are not met, do not sign this approval.

- I CERTIFY THAT THE GOVERNING BODY OF THE ☐ CITY OF **Multnomah** HAS:
- A) APPROVED THE APPLICANT AS BEING SUITABLE TO ESTABLISH, MAINTAIN OR OPERATE A WRECKING YARD OR BUSINESS (ORIGINAL APPLICATIONS ONLY).
 - B) DETERMINED THAT THE LOCATION OR PROPOSED LOCATION MEETS THE REQUIREMENTS FOR LOCATION UNDER OREGON REVISED STATUTE 822.110.
 - C) DETERMINED THAT THE LOCATION DOES NOT VIOLATE ANY PROHIBITION UNDER OREGON REVISED STATUTE 822.135.
 - D) APPROVED THE LOCATION AND DETERMINED THAT THE LOCATION COMPLIES WITH ANY REGULATIONS ADOPTED BY THE JURISDICTION UNDER OREGON REVISED STATUTE 822.140.

I ALSO CERTIFY THAT I AM AUTHORIZED TO SIGN THIS APPLICATION AND AS EVIDENCE OF SUCH AUTHORITY DO AFFIX HEREON THE SEAL OR STAMP OF THE CITY OR COUNTY.

▼ PLACE STAMP OR SEAL HERE ▼

17 NAME DIANE M. LINN		TITLE COUNTY CHAIR	PHONE NUMBER (503) 988-3308
18 SIGNATURE <i>[Signature]</i>		DATE 12.19.02	

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:
Meeting Date: December 19, 2002

Agenda Item #: C-3

Est. Start Time: 9:00 AM

Date Submitted: 11/22/02

Requested Date: December 19, 2002 **Time Requested:** Consent Calendar

Department: Business & Community Svcs. **Division:** Land Use & Trans.

Contact/s: Matthew Larsen

Phone: (503) 988-5050 **Ext.:** 28640 **I/O Address:** #455/215

Presenters: N/A

Agenda Title: Amendment to Intergovernmental Agreement with the City of Fairview

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

- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

Request approval of an amendment to the Intergovernmental Agreement between Multnomah County and the City of Fairview as recommended by the Department.

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

In 1995, the County entered into separate intergovernmental agreements with Gresham, Troutdale, and Fairview for the transfer of roads between each city and the County as well as for the planning and design of the regional road system. In general, the County took possession of arterial and collector roads from the cities, and the cities took possession of neighborhood and local roads within their city limits. The County and the cities agreed to coordinate on the planning and design of roads under their jurisdiction and development review and permits.

Over time, the County has developed different procedures for development review coordination with Gresham as compared to Troutdale and Fairview due to each city's capabilities. The existing Agreement does not accurately reflect the procedures currently in effect.

This amendment changes the County's Governmental Agreement with the City of Fairview to reflect the development review coordination procedures in effect between the two jurisdictions. It will clarify the process for appeals of County conditions within City land use decisions. Conditions of approval related to County roads are often included in land use decisions made by Fairview. Previously, the County heard appeals of these "County" conditions, while Fairview heard appeals of all other conditions within the same land use decision. This arrangement was confusing and could interfere with Fairview's timeline for land use decisions. This amendment will direct appeals of all conditions within Fairview's land use decisions through Fairview. The County and Fairview will share the costs of defending any County conditions that are appealed. This change will improve the coordination between the County and Fairview on land use decisions, especially when conditions are appealed. Finally, this amendment will add a standard indemnification section. The Board approved a similar amendment to the County's GA with the City of Troutdale last year.

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

This amendment requires that the County share equally with Fairview for all costs incurred in defending a decision against any claims or appeals that are filed challenging County conditions. Prior to this amendment, appeals of County conditions have gone through the County appeals process, and the County has fully borne the costs of this process. Therefore, this amendment will reduce the financial burden that the County faces for appeals.

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

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**
- ❖ **Do any personnel actions result from this budget modification? Explain.**
- ❖ **Is the revenue one-time-only in nature?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**

- ❖ Why are no other department/agency fund sources available?
- ❖ Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.
- ❖ Has this request been made before? When? What was the outcome?

If grant application/notice of intent, explain:

- ❖ Who is the granting agency?
- ❖ Specify grant requirements and goals.
- ❖ Explain grant funding detail – is this a one time only or long term commitment?
- ❖ What are the estimated filing timelines?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?
- ❖ How will the county indirect and departmental overhead costs be covered?

4. Explain any legal and/or policy issues.

Prior to this amendment, appeals of County conditions within City of Fairview land use decisions went through the County appeals process. This amendment will require that these types of appeals go through the City of Fairview's appeals process. This change will simplify the appeals process for applicants as well as for Fairview and the County.

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

The City of Fairview has been directly involved in the development of this GA amendment and will continue to be involved in its implementation. There has been no citizen participation

Required Signatures:

Department/Agency Director: *M. Cecilia Johnson* **Date:** 11/22/02

Budget Analyst

By: **Date:**

Dept/Countywide HR

By: **Date:**

MULTNOMAH COUNTY CONTRACT APPROVAL FORM

Pre-approved Contract Boilerplate (with County Counsel signature) ☐ Attached ☒ Not Attached Contract #: 4600001190
Amendment #: 2

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services not to exceed \$50,000 (and not awarded by RFP or Exemption) <input type="checkbox"/> Revenue not to exceed \$50,000 (and not awarded by RFP or Exemption) <input checked="" type="checkbox"/> Intergovernmental Agreement (IGA) not to exceed \$50,000 <input checked="" type="checkbox"/> Expenditure <input type="checkbox"/> Revenue <input type="checkbox"/> Architectural & Engineering not to exceed \$10,000 (for tracking purposes only)	<input type="checkbox"/> Professional Services that exceed \$50,000 or awarded by RFP or Exemption (regardless of amount) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue that exceeds \$50,000 or awarded by RFP or Exemption (regardless of amount)	<input type="checkbox"/> Intergovernmental Agreement (IGA) that exceeds \$50,000 <input type="checkbox"/> Expenditure <input type="checkbox"/> Revenue <div style="text-align: center;"> APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS AGENDA # <u>C-3</u> DATE <u>12-19-02</u> DEB BOGSTAD, BOARD CLERK </div>

Department: Business and Community Services Division: Land Use & Transportation Div. Date: 11/8/02
 Originator: Matthew Larsen Phone: X29640 Bldg/Rm: 455/Annex
 Contact: Cathey Kramer Phone: X22589 Bldg/Rm: 455/Annex

Description of Contract: Amendment No. 2 revises the process set forth in Section III – Development Review and Permit Issuance in the original Governmental Agreement executed in 1995. **There is no expenditure of funds to implement this mutually agreed upon revision to Section III (formerly No. 301765).**

RENEWAL: ☐ PREVIOUS CONTRACT #(S): _____
 RFP/BID: _____ RFP/BID DATE: _____
 EXEMPTION #/DATE: _____ EXEMPTION EXPIRATION DATE: _____ ORS/AR #: _____
 CONTRACTOR IS: ☐ MBE ☐ WBE ☐ ESB ☐ QRF ☒ N/A ☐ NONE (Check all boxes that apply)

Contractor <u>City of Fairview</u> Address <u>PO Box 337</u> <u>Fairview OR 97024-0337</u> <u>Jeff Sarvis</u> Phone <u>(503) 665-7929</u> Employer ID# or SS# <u>N/A</u> Effective Date <u>March 9, 1995</u> Termination Date <u>Upon Termination (Perpetual Agrmt.)</u> Original Contract Amount \$ <u>8,729.00</u> Total Amt of Previous Amendments \$ <u>1.01</u> Amount of Amendment \$ <u>0</u> Total Amount of Agreement \$ <u>8,730.01*</u>	<p>* This is an est. annual payment approved by Amen No. 1 & Exh. A.</p> Remittance address _____ (If different) _____ Payment Schedule / Terms <input type="checkbox"/> Lump Sum \$ _____ <input type="checkbox"/> Due on Receipt <input type="checkbox"/> Monthly \$ _____ <input type="checkbox"/> Net 30 <input type="checkbox"/> Other \$ _____ <input type="checkbox"/> Other <input type="checkbox"/> Requirements Not to Exceed \$ _____ Encumber <input type="checkbox"/> Yes <input type="checkbox"/> No
---	--

REQUIRED SIGNATURES:

Department Manager <u>[Signature]</u>	DATE <u>11/22/02</u>
Purchasing Manager <u>[Signature]</u>	DATE _____
County Counsel <u>[Signature]</u>	DATE <u>11/22/02</u>
County Chair <u>[Signature]</u>	DATE <u>12-19-02</u>
Sheriff _____	DATE _____
Contract Administration <u>[Signature]</u>	DATE _____

(Class I, Class II Contracts only)

LGFS VENDOR CODE						DEPT REFERENCE					
LINE #	PLANT	WBS	GL ACCT	SUB ORG	ACTIVITY	OBJ/ REV	SUB OBJ	REP CAT	SAP DESCRIPTION	AMOUNT	INC DEC
01	F030										
02											

Exhibit A, Rev. 3/25/98 DIST: Originator, Accts Payable, Contract Admin - Original If additional space is needed, attach separate page. Write contract # on top of page.

MLCK2795CAF



IGA Contract

Vendor Address

FAIRVIEW CITY OF
ATTN: MARILYN HOLSTRUM
PO Box 337
FAIRVIEW OR 97024-0337

Information

Contract Number 4600001190
Date 09/16/1998
Vendor No. 11910
Contact/Phone BCS Transport'n /
X26798
Validity Period: 09/16/1998 - 06/30/2010
Minority Indicator: Not Identified

Estimated Target Value: 18,719.04 USD

Item	Material/Description	Target Qty	UM	Unit Price
0001	<p>IGA with City of Fairview</p> <p>Plant: F030 Business & Community Service Requirements Tracking Number: 301765 <i>Intergovernmental Agreement with the City of Fairview to transfer approximately 1.4 miles of county roads to the city of Fairview along with appropriate funding. This is a perpetual (ongoing) contract until terminated.</i> <i>Contact Person: Tom Hansell.</i> <i>Original Contract No. 301765. (WBS Element: RFPMTF)</i> <i>Amendment No. 1 (October 1998) revised the method of calculating the annual payment to Fairview for roads transferred in 1995 and set an annual payment date.</i> <i>Original amount for FY 00-01 \$9215.37.</i> <i>Add on 9/7/01 \$9503.67 for FY 01-02 payment.</i> <i>Amendment No. 2 makes mutually agreed upon changes to Section III - Development Review and Permit Issuance. This amendment to Section III has no affect upon the road transfer. There is no change in the expenditure for this Governmental Agreement as this is a \$0 amendment.</i> <i>(Contact Person for Amendment No. 2 - Matt Larsen-Transportation Planning Specialist)</i></p> <p>*** Text changed ***</p>	18,719.040	Dollars	\$ 1.0000

MULTNOMAH COUNTY CONTRACT AMENDMENT NO. 2
(Amendment to Change Agreement Provisions)

GOVERNMENTAL AGREEMENT NO. 4600001190

This is an amendment to Multnomah County Contract No. 4600001190, effective March 9, 1995 between Multnomah County, hereinafter referred to as County, and the City of Fairview, hereinafter referred to as Fairview.

The parties agree:

1. The following changes are made to Contract No. 4600001190:

SECTION III
DEVELOPMENT REVIEW AND PERMIT ISSUANCE

- A. ACCESS MANAGEMENT/PERMITTING. The COUNTY will retain access management authority, including the issuance of access permits, for COUNTY roads within FAIRVIEW. Access permits will be issued based upon the standards laid out in the Access Management section of the COUNTY'S Design and Construction Manual. A variance to access management standards will be considered by the COUNTY following the process defined in the COUNTY'S Street Standards: Code & Rules.
- B. STANDARDS. FAIRVIEW and COUNTY agree that roadway standards as defined in the FAIRVIEW Transportation System Plan and the COUNTY Design and Construction Manual shall apply to COUNTY roads within FAIRVIEW.
- C. LAND USE/DEVELOPMENT REVIEW. FAIRVIEW is the land use authority within its jurisdiction. As such, FAIRVIEW will perform pre-application conferences, land use approvals/disapprovals, plan receipt and review, issuance of development permits and all land use appeals. When any land use action is adjacent to or likely to impact COUNTY right-of-way, FAIRVIEW will provide the COUNTY with timely notice and an opportunity to comment. FAIRVIEW will incorporate the COUNTY comments into the Conditions of Approval or other applicable portion of the land use permit ("Road Access Condition"). If Fairview does not agree with one or more COUNTY comments, FAIRVIEW and the COUNTY will work together to develop jointly acceptable Conditions of Approval. The COUNTY agrees to share equally with FAIRVIEW for all costs incurred in defending a decision against any claims or appeals that are filed specifically challenging the Road Access Condition including court costs and attorneys fees. The County does not assume responsibility for the costs of any such claim or appeal that do not directly relate to the Road Access Condition. For any land use action that includes a Road Access Condition, the deadline for the acceptance of a variance from a County standard shall be set by FAIRVIEW and honored by the COUNTY. Implementation of Road Access Conditions, such as preparing a project agreement, a payment in-lieu of, a non-remonstrance

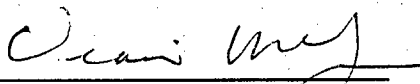
clause, an easement, and a land dedication shall be the COUNTY'S responsibility.

SECTION VII. INDEMNIFICATION


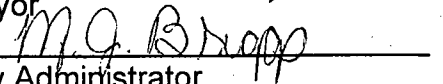
Subject to the limitations and conditions of the Oregon Constitution and Oregon Tort Claims Act (ORS 30.260 et seq), and specifically within the financial limits of ORS 30.270, the County and the City each shall be solely responsible for any loss or injury caused to third parties arising from County's or City's own acts or omissions under the agreement; and County or City shall defend, hold harmless, and indemnify the other party to this agreement with respect to any claim, litigation, or liability arising from County's or City's own acts or omissions under this agreement.

2. All other terms and conditions of the contract shall remain the same.


MULTNOMAH COUNTY, OREGON

By 
Chair of the Board of County
Commissioners

CITY OF FAIRVIEW

By 
Mayor
By 
City Administrator

Reviewed:


County Counsel for Multnomah
County

Approved as to form:

N/A

APPROVED MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C-3 DATE 12.19.02
DEB BOGSTAD, BOARD CLERK

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: December 19, 2002

Bud Mod #: DCJ03_03

Agenda Item #: C-4

APPROVED MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C-4 DATE 12.19.02
DEB BOGSTAD, BOARD CLERK

Estimated Start Time: 9:00 AM

Date Submitted: 11/18/02

Requested Date: 12/19/02

Time Requested: Consent

Department: Community Justice

Division: Juvenile Community Justice

Contact/s: Pat Franck

Phone: 503-988-4583 Ext.: 84583 I/O Address: 503/250

Presenters: Rich Scott/Shawn Coldwell

Agenda Title: Budget Modification DCJ03_03 increasing CAMI Grant (Child Abuse Multidisciplinary Intervention Plan) revenue by \$67,278 to add contracted State of Oregon services.

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

Please answer all relevant questions; leave others blank. Please do not alter form.

1. **What action are you requesting from the Board? What is the department/agency recommendation?**

Department of Community Justice (DCJ) requests approval of a budget modification to increase FY03 adopted budget state CAMI revenue.

This budget modification increases CAMI grant revenue to add contracted services with the State of Oregon to fund one State Social Services Specialist and accompanying operating supplies, educational training, mileage reimbursement and computer software and hardware. The modification also increases the personnel cost for an Office Assistant Senior added to the department's adopted budget in budget modification DCJ03_01. This increase does not change FTE count. The Grant covers its own indirect cost and departmental assessment expense.

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

The CAMI grant comes from the State of Oregon, Department of Justice and is funded through fees and restitution from crimes committed in Oregon.

The Department of Community Justice, State of Oregon, Department of Human Services, the State Clerk's Office and the District Attorney's Office have formed a team to use CAMI (Child Abuse Multidisciplinary Intervention Plan) grant funds to establish a collaborative, multi-agency working relationship focusing on the juvenile dependency preliminary hearing process and its related activities. The grant funds 2 positions, an Office Assistant Senior in DCJ and a State Social Service Specialist. These two positions facilitate the efforts of the multiple agencies to establish work responsibilities shared jointly between the organizations. The objective to be achieved by fiscal year-end is to establish a dependency preliminary hearings process that effectively processes cases received through the DHS Hotline, DCJ intake (walk-ins) and to measure the success of the collaborative model.

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

To our knowledge, this is a one-year grant to expire June 30, 2003.

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.

Governmental and agency participation includes Multnomah County, Department of Community Justice, District Attorneys Office and the State of Oregon Department of Human Services and the State Clerks Office.

Required Sign Off (NOTE: electronic check indicates approval)

Department/Agency Director ☒ Joanne Fuller (type name of approver)

Agenda Review Team ☐ By: (type name of approver) Date:

Shaun M. Coldwell for Joanne Fuller 11/14/02
Department Director Date

Colette R. Umbras 11/14/02
Employee Services Date

Christian Yeager 11/18/02
Budget Analyst Date

Budget Modification:

DCJ03_03

EXPENDITURES & REVENUES

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

Line No.	Fund Center	Fund Code	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
			Internal Order	Cost Center	WBS Element						
1	50-50	23390			CJ026.CAMI	50180	(43,453)	(110,731)	(67,278)	(67,278)	Incr of CAMI grant revenue
2								0			
3	50-50	23390			CJ026.CAMI	60170		57,520	57,520		Contract Soc Svc Spec DHS
4	50-50	23390			CJ026.CAMI	60240	250	1,800	1,550		Incr operating supplies
5	50-50	23390			CJ026.CAMI	60350	935	2,310	1,375		Incr indirect cost \$62,570 x 2.2% IC rate
10	50-50	23390			CJ026.CAMI	60380		2,500	2,500		Incr Int'l Svc Data Processing
6	50-50	1505		9950000055		60000	27,945	28,711	766		Incr perm personnel cost OA Sr.
7	50-50	1505		9950000055		60130	6,027	6,192	165		Incr. Fringe cost OA Sr
8	50-50	1505		9950000055		60140	8,296	8,365	69		Incr. Ins. Cost OA Sr.
9	50-50	1505		9950000055		93017		3,333	3,333		Incr departmental assessment
11								0		67,278	
12	70-01	3500		705210		50316		(69)	(69)	(69)	Insurance Revenue
13	70-01	3500		705210		60330		69	69	69	Offsetting insurance expense
14								0		0	
15	19	1000		9500001000		50310		(1,375)	(1,375)	(1,375)	Indirect Reimb Revenue in GF
16	19	1000		9500001000		60470		1,375	1,375	1,375	CGF contingency expense
17								0		0	
18	70-03	3503		709607		60240		2,500	2,500	2,500	CAMI computer supplies
19	70-03	3503		709607		50310		(2,500)	(2,500)	(2,500)	Data Processing Reimb. revenue
20								0			
21								0			
22								0			
23								0			
24								0			
25								0			
26								0			
27								0			
28								0			
29								0			
								0		0	Total - Page 1
								0		0	GRAND TOTAL

5. ANNUALIZED PERSONNEL CHANGEChange on a full year basis even though this action affects only a part of the fiscal year (FY).

						ANNUALIZED			
Fund	Job #	HR Org Unit	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
50-50	6002	63504	OA Sr - increase cost not FTE	702387	0.00	766	165	69	1,000
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
			TOTAL ANNUALIZED CHANGES		0.00	766	165	69	1,000

6. CURRENT YEAR PERSONNEL DOLLAR CHANGECalculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

						CURRENT YEAR			
Fund	Job #	HR Org Unit	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
50-50	6002	63504	OA Sr - increase cost not FTE	702387	0.00	766	165	69	1,000
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
									0
			TOTAL CURRENT FY CHANGES		0.00	766	165	69	1,000

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: December 19, 2002

Bud Mod #:

Agenda Item #: C-5

Estimated Start Time: 9:00 AM

Date Submitted: 12-04-02

Requested Date: ASAP

Amount of Time Requested: N/A

Department: DHS

Division: Behavioral Health

Contact/s: Jean Dentinger

Phone: 503-988-5464

Ext.: 27297

I/O Address: 166/5

Presenters: Consent Calendar

Agenda Title: Order Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to take an Allegedly Mentally Ill Person into Custody.

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

Please answer all relevant questions; leave others blank. Please do not alter form.

- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

Requesting approval of designees. The Department of Behavioral Health is recommending approval of the designees in accordance with ORS.426.215.

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

Outpatient mental health agencies depend upon certain staff having the ability to assess clients for a Director designee Custody. This certification allows the designee to direct the police officer to take into custody any individual with mental health issues who is judged dangerous to self or others. Police then transport the individual to a treatment center. As agencies experience staffing turnovers, new staff needs to be trained and authorized.

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

None.

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

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**
- ❖ **Do any personnel actions result from this budget modification? Explain.**
- ❖ **Is the revenue one-time-only in nature?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

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

In accordance with ORS 426.215

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

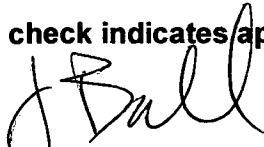
None.

Required Sign Off (NOTE: electronic check indicates approval)

Department/Agency Director: ☒

Agenda Review Team ☐

By:



(type name of approver)

Date: 12/6/02

Date:

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDER NO. _____

Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody

The Multnomah County Board of Commissioners Finds:

- a) If authorized by a county governing body, a designee of a mental health program director may direct a peace officer to take into custody a person whom the designee has probable cause to believe is dangerous to self or others and whom the designee has probable cause to believe is in need of immediate care, custody, and treatment of mental illness.
- b) There is a current need for specified designees of the Multnomah County Mental Health Program Director to have the authority to direct a peace officer to take an allegedly mentally ill person into custody.
- c) All the designees listed below have been specifically recommended by the Mental Health Program Director and meet the standards established by the Mental Health Division.

The Multnomah County Board of Commissioners Orders:

- 1. The individuals listed below are authorized as designees of the Mental Health Program Director for Multnomah County to direct any peace officer to take into custody a person whom the designee has probable cause to believe is dangerous to self or others and whom the designee has probable cause to believe is in need of immediate care, custody or treatment for mental illness.
- 2. Added to the list of designees are:

Lori McDougall
Judith Jackson
Eva Erickson
Beth Richman
Gila Aren
Becca Esplin

ADOPTED this 19th day of December, 2002.

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:
THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
Patrick Henry, Assistant County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDER NO. 02-155

Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody

The Multnomah County Board of Commissioners Finds:

- a) If authorized by a county governing body, a designee of a mental health program director may direct a peace officer to take into custody a person whom the designee has probable cause to believe is dangerous to self or others and whom the designee has probable cause to believe is in need of immediate care, custody, and treatment of mental illness.
- b) There is a current need for specified designees of the Multnomah County Mental Health Program Director to have the authority to direct a peace officer to take an allegedly mentally ill person into custody.
- c) All the designees listed below have been specifically recommended by the Mental Health Program Director and meet the standards established by the Mental Health Division.

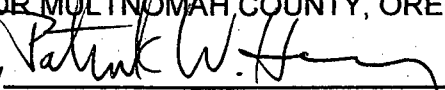
The Multnomah County Board of Commissioners Orders:

1. The individuals listed below are authorized as designees of the Mental Health Program Director for Multnomah County to direct any peace officer to take into custody a person whom the designee has probable cause to believe is dangerous to self or others and whom the designee has probable cause to believe is in need of immediate care, custody or treatment for mental illness.
2. Added to the list of designees are:
Lori McDougall
Judith Jackson
Eva Erickson
Beth Richman
Gila Aren
Becca Esplin

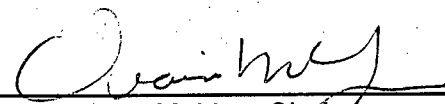
ADOPTED this 19th day of December, 2002.



REVIEWED:
THOMAS SPONSER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
Patrick Henry, Assistant County Attorney

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON


Diane M. Linn, Chair

MEETING DATE: December 19, 2002
AGENDA NO: C-6
ESTIMATED START TIME: 9:00 AM
LOCATION: Boardroom 100

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: Reappointing Bob Fee Commissioner to Ramsey- Walmar Special Road District

BOARD BRIEFING: DATE REQUESTED: _____
REQUESTED BY: _____
AMOUNT OF TIME NEEDED: _____

REGULAR MEETING: DATE REQUESTED: Thursday, December 19, 2002
AMOUNT OF TIME NEEDED: Consent Calendar

DEPARTMENT: Non-Departmental DIVISION: Chair's Office

CONTACT: Deb Bogstad TELEPHONE #: (503) 988-3277
BLDG/ROOM #: 503/600

PERSON(S) MAKING PRESENTATION: N/A

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL ☐ OTHER

SUGGESTED AGENDA TITLE:

ORDER Reappointing Bob Fee as a Commissioner to the Ramsey-Walmar Special Road District

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Diane M. Linn

(OR)
DEPARTMENT MANAGER: _____

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Board Clerk @ (503) 988-3277 or email
deborah.l.bogstad@co.multnomah.or.us

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDER NO. _____

Reappointing Bob Fee as a Commissioner to the Ramsey-Walmar Special Road District

The Multnomah County Board of Commissioners Finds:

- a. The Multnomah County Board of Commissioners formed the Ramsey-Walmar Special Road District by Order on September 19, 1985, in accordance with ORS 371.305 to 371.360 for the purpose of providing regular maintenance of roads within the District not maintained by Multnomah County because such roads do not meet County standards.
- b. ORS 371.338 provides the powers of the special road district vested in a board of three Commissioners appointed by the Board of Commissioners.
- c. On March 21, 2002 pursuant to Order 02-042, Mr. Bob Fee was appointed as a Commissioner of the Ramsey-Walmar Special Road District, to fill the unexpired term of resigning Commissioner Charles Fuchs. Said term ends December 31, 2002.
- d. Mr. Bob Fee has indicated he is willing and able to continue to serve.

The Multnomah County Board of Commissioners Orders:

1. Bob Fee is reappointed as a Commissioner of the Ramsey-Walmar Special Road District, for a three year term to begin January 1, 2003 and ending December 31, 2005, consistent with ORS 371.338(1).
2. Pursuant to ORS 371.338(3), before entering upon the duties of office, Mr. Fee shall take and subscribe an oath to support the Constitution and laws of the State of Oregon and of the United States, and to well and faithfully perform the duties of office to the best of his knowledge and ability.

ADOPTED this 19th day of December, 2002.

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
Matthew O. Ryan, Assistant County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDER NO. 02-156

Reappointing Bob Fee as a Commissioner to the Ramsey-Walmar Special Road District

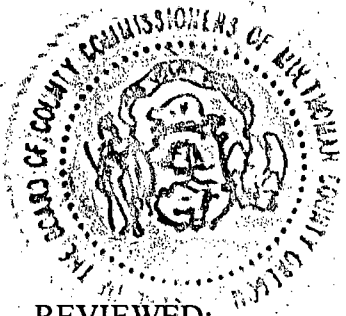
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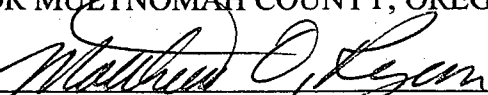
ADOPTED this 19th day of December, 2002.



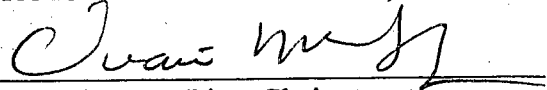
REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By


Matthew O. Ryan, Assistant County Attorney

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON


Diane M. Linn, Chair

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:
Meeting Date: December 19, 2002

Agenda Item #: C-7
Est. Start Time: 9:00 AM
Date Submitted: 12/10/02

Requested Date: December 19, 2002

Time Requested: N/A

Department: Sheriff's Office

Division: Inspections Unit

Contact/s: Deputy Susan Lambert-Gates

Phone: (503) 988-4300

Ext.: 84444

I/O Address: 313/120

Presenters: Consent Calendar

Agenda Title: Off Premises Sales and Full On Premises Sales Liquor License Renewal for Tippy Canoe, 28242 E. Historic Columbia River Highway, Troutdale, OR 97060

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

- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

Board approval of liquor license application

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

The Multnomah County Sheriff's Office has completed its investigation for the above liquor license Renewal. Assessment and Taxation reported that the address of 28242 E. Historic Columbia River Highway, Troutdale is in compliance with the Assessment and Taxation Office. The Land Use Planning Division reported that they have no objection to renewal of the liquor license. Nothing in the background check of owner/s raised any questions or concerns.

With the investigation completed the Multnomah County Sheriff's Office forwards a **FAVORABLE RECOMMENDATION** for the Liquor License Renewal.

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

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

If a budget modification, explain:

- ❖ What revenue is being changed and why?
- ❖ What budgets are increased/decreased?
- ❖ What do the changes accomplish?
- ❖ Do any personnel actions result from this budget modification? Explain.
- ❖ Is the revenue one-time-only in nature?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ Why was the expenditure not included in the annual budget process?
- ❖ What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?
- ❖ Why are no other department/agency fund sources available?
- ❖ Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.
- ❖ Has this request been made before? When? What was the outcome?

If grant application/notice of intent, explain:

- ❖ Who is the granting agency?
- ❖ Specify grant requirements and goals.
- ❖ Explain grant funding detail – is this a one time only or long term commitment?
- ❖ What are the estimated filing timelines?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?
- ❖ How will the county indirect and departmental overhead costs be covered?

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

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

Required Signatures:

Department/Agency Director: Sheriff Dan Noelle

Date: 12/10/02



Dan Noelle
Sheriff

MULTNOMAH COUNTY Sheriff's Office

12240 NE Glisan
Portland, OR 97230
(503) 255-3600 phone
(503) 251-2484 TTY
www.sheriff-mcso.org

December 10, 2002

Board of County Commissioners
501 SE Hawthorne Boulevard, Suite 600
Portland, OR 97214-3587

Oregon Liquor Control Commission
9079 SE McLoughlin Boulevard
Portland, OR 97222-7355

Regarding: Tippy Canoe
28242 E. Historic Columbia River Hwy.
Troutdale, OR 97060

Subject: Liquor License Application
Off Premises Sales

Owner:	Jones, Roberta L.	Jones, Victor D.
	DOB: 07-16-60	DOB: 12-21-59
	33600 E. Bell Rd.	33600 E. Bell Rd.
	Corbett, OR 97019	Corbett, OR 97019

The Multnomah County Sheriff's Office has completed its investigation for the above liquor license Renewal. Assessment and Taxation reported that the address of 28242 E. Historic Columbia River Hwy. is in compliance with the Assessment and Taxation Office. The Land Use Planning Division reported that they have no objection to renewal of the liquor license. Nothing in the background check of owner/s raised any questions or concerns.

With the investigation completed the Multnomah County Sheriff's Office forwards a **FAVORABLE RECOMMENDATION** for the Liquor License Renewal.

Sincerely,

DAN NOELLE
Sheriff

Exemplary service for a safe, livable community.



Dan Noelle
Sheriff

MULTNOMAH COUNTY

Sheriff's Office

12240 NE Glisan
Portland, OR 97230
(503) 255-3600 phone
(503) 251-2484 TTY
www.sheriff-mcso.org

December 10, 2002

Board of County Commissioners
501 SE Hawthorne Boulevard, Suite 600
Portland, OR 97214-3587

Oregon Liquor Control Commission
9079 SE McLoughlin Boulevard
Portland, OR 97222-7355

Regarding: Tippy Canoe
28242 E. Historic Columbia River Hwy.
Troutdale, OR 97060

Subject: Liquor License Application
Full On Premises

Owner:	Jones, Roberta L.	Jones, Victor D.
	DOB: 07-16-60	DOB: 12-21-59
	33600 E. Bell Rd.	33600 E. Bell Rd.
	Corbett, OR 97019	Corbett, OR 97019

The Multnomah County Sheriff's Office has completed its investigation for the above liquor license Renewal. Assessment and Taxation reported that the address of 28242 E. Historic Columbia River Hwy. is in compliance with the Assessment and Taxation Office. The Land Use Planning Division reported that they have no objection to renewal of the liquor license. Nothing in the background check of owner/s raised any questions or concerns.

With the investigation completed the Multnomah County Sheriff's Office forwards a **FAVORABLE RECOMMENDATION** for the Liquor License Renewal.

Sincerely,

DAN NOELLE
Sheriff

Exemplary service for a safe, livable community.

Rec'd 12-10-02



Dan Noelle
Sheriff

MULTNOMAH COUNTY

Sheriff's Office

12240 NE Glisan
Portland, OR 97230
(503) 255-3600 phone
(503) 251-2484 TTY
www.sheriff-mcso.org

LIQUOR LICENSE INVESTIGATION

DEPUTY ASSIGNED S Lambert-Gates LICENSE TYPE Off-Premises Sales

BUSINESS NAME Tippy Cane

BUSINESS ADDRESS 28242 E. Hstre. Clmb. Rvr. Hwy.

CORPORATE NAME (IF APPLICABLE) _____

CORPORATE/MAILING ADDRESS Sams

PRINCIPAL/LICENSEE

NAME	DOB	SSN
1. <u>Jones, Roberta L</u>	<u>7-16-60</u>	<u>543-74-3203</u>
2. <u>Jones, Victor D</u>	<u>12-21-59</u>	<u>505-82-2018</u>
3. _____	_____	_____

OTHER LICENSED OUTLETS _____

RECOMMENDATION: FAVORABLE ☒

FAVORABLE WITH CONCERNS _____

UNFAVORABLE _____

DATE COMPLETED 12-10-02

INVESTIGATORS SIGNATURE

S. Lambert-Gates

DPSST # 19765 DATE 12-10-02

Rec'd 12-10-02



Dan Noelle
Sheriff

MULTNOMAH COUNTY

Sheriff's Office

12240 NE Glisan
Portland, OR 97230
(503) 255-3600 phone
(503) 251-2484 TTY
www.sheriff-mcso.org

LIQUOR LICENSE INVESTIGATION

DEPUTY ASSIGNED S Lambert-Gates LICENSE TYPE Full-on Premises

BUSINESS NAME Tippy Canoe

BUSINESS ADDRESS 28242 E. Hstc. Clmb. Rvr. Hwy

CORPORATE NAME (IF APPLICABLE) _____

CORPORATE/MAILING ADDRESS Same

PRINCIPAL/LICENSEE

NAME	DOB	SSN
1. <u>Jones, Roberta L</u>	<u>7-16-60</u>	<u>543-74-3203</u>
2. <u>Jones, Victor D</u>	<u>12-21-59</u>	<u>505-82-2018</u>
3. _____	_____	_____

OTHER LICENSED OUTLETS _____

RECOMMENDATION: FAVORABLE ✓

FAVORABLE WITH CONCERNS _____

UNFAVORABLE _____

DATE COMPLETED 12-10-02

INVESTIGATORS SIGNATURE

S Lambert-Gates DPSST # 19765 DATE 12-10-02

BOGSTAD Deborah L

From: GATES Susan I
Sent: Tuesday, December 10, 2002 9:37 AM
To: HUFF Deborah R
Cc: BOGSTAD Deborah L
Subject: RE: OLCC Renewal

Thank you very much!

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

From: HUFF Deborah R
Sent: Tuesday, December 10, 2002 9:37 AM
To: GATES Susan I
Subject: RE: OLCC Renewal

This business is in compliance with A & T.

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

From: GATES Susan I
Sent: Tuesday, December 10, 2002 9:25 AM
To: HUFF Deborah R
Cc: BOGSTAD Deborah L
Subject: OLCC Renewal

Hi Deborah:

The following business has applied for their OLCC Liquor License Renewal. Could you please inform our office if the business is in compliance with Assessment and Taxation. Could you please inform our office if the business is in compliance with Assessment and Taxation.

Thanks a lot!!

Sue

Tippy Canoe
28242 E. Historic Columbia River Hwy.
Troutdale, OR 97060

BOGSTAD Deborah L

From: GATES Susan I
Sent: Tuesday, December 10, 2002 11:22 AM
To: KIENHOLZ Don D
Cc: BOGSTAD Deborah L
Subject: RE: OLCC for Tippy Canoe

Thank you so much. I really appreciate the quick response on this!

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

From: KIENHOLZ Don D
Sent: Tuesday, December 10, 2002 11:22 AM
To: GATES Susan I
Subject: OLCC for Tippy Canoe

Susan,

After reviewing our records, it appears we gave a recommendation of No Objection for Tippy Canoe on June 26, 2002. At this time, we have not received any information that would lead us to change that recommendation. There are currently no Land Use issues regarding the sale of alcohol on the subject property. Therefore, we have No Objection to the issuance or renewal of a liquor license for this establishment.

Please feel free to contact us if you require any further assistance on this matter

Respectfully,

Don Kienholz
Planner
Multnomah County Land Use Planning
(503) 988-3043

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

From: GATES Susan I
Sent: Tuesday, December 10, 2002 9:28 AM
To: TOKOS Derrick I
Cc: BOGSTAD Deborah L
Subject: OLCC Renewal

Hi Derrick - The following business has applied for their OLCC Liquor License Renewal. Could you please inform this office if the business is in compliance with current Land Use Ordinances.

Thanks!!

Tippy Canoe
28242 E. Historic Columbia River Hwy.
Troutdale, OR 97060



Multnomah County Sheriff's Office

12240 NE Glisan
Portland, OR 97230
(503) 235-3600 Phone
(503) 251-2484 TTY

DAN NOELLE
SHERIFF

Phone: (503) 988-4300
TTY: (503) 988-4500
www.sheriff-mcso.org

December 10, 2002

Board of County Commissioners
501 SE Hawthorne Boulevard, Suite 600
Portland, OR 97214-3587

Oregon Liquor Control Commission
9079 SE McLoughlin Boulevard
Portland, OR 97222-7355

Regarding: Tippy Canoe
28242 E. Historic Columbia River Hwy.
Troutdale, OR 97060

Subject: Liquor License Application
Off Premises Sales

Owner:	Jones, Roberta L.	Jones, Victor D.
	DOB: 07-16-60	DOB: 12-21-59
	33600 E. Bell Rd.	33600 E. Bell Rd.
	Corbett, OR 97019	Corbett, OR 97019

The Multnomah County Sheriff's Office has completed its investigation for the above liquor license Renewal. Assessment and Taxation reported that the address of 28242 E. Historic Columbia River Hwy. is in compliance with the Assessment and Taxation Office. The Land Use Planning Division reported that they have no objection to renewal of the liquor license. Nothing in the background check of owner/s raised any questions or concerns.

With the investigation completed the Multnomah County Sheriff's Office forwards a **FAVORABLE RECOMMENDATION** for the Liquor License Renewal.

Sincerely,

A handwritten signature in black ink that reads "Dan Noelle".

DAN NOELLE
Sheriff



Multnomah County Sheriff's Office

12240 NE Glisan
Portland, OR 97230
(503) 235-3600 Phone
(503) 251-2484 TTY

DAN NOELLE
SHERIFF

Phone: (503) 988-4300
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December 10, 2002

Board of County Commissioners
501 SE Hawthorne Boulevard, Suite 600
Portland, OR 97214-3587

Oregon Liquor Control Commission
9079 SE McLoughlin Boulevard
Portland, OR 97222-7355

Regarding: Tippy Canoe
28242 E. Historic Columbia River Hwy.
Troutdale, OR 97060

Subject: Liquor License Application
Full On Premises

Owner:	Jones, Roberta L.	Jones, Victor D.
	DOB: 07-16-60	DOB: 12-21-59
	33600 E. Bell Rd.	33600 E. Bell Rd.
	Corbett, OR 97019	Corbett, OR 97019

The Multnomah County Sheriff's Office has completed its investigation for the above liquor license Renewal. Assessment and Taxation reported that the address of 28242 E. Historic Columbia River Hwy. is in compliance with the Assessment and Taxation Office. The Land Use Planning Division reported that they have no objection to renewal of the liquor license. Nothing in the background check of owner/s raised any questions or concerns.

With the investigation completed the Multnomah County Sheriff's Office forwards a **FAVORABLE RECOMMENDATION** for the Liquor License Renewal.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Noelle", written over a horizontal line.

DAN NOELLE
Sheriff

Oregon Liquor Control Commission
PO Box 22297, Milwaukie, OR 97269 1-800-452-6522
License Renewal Application

IMPORTANT: Failure to fully disclose any information requested, or providing false or misleading information on this form is grounds to refuse to renew the license. Your license expires December 31, 2002.

License Type: OFF-PREMISES SALES	District: 1	License: 34690	Premises: 36451	Code: 227
----------------------------------	-------------	----------------	-----------------	-----------

JONES, ROBERTA
33600 E BELL RD
CORBETT OR 97019

Licensee(s)

JONES, ROBERTA
JONES, VICTOR D

Tradename

TIPPY CANOE
28242 E HSTRC CLMB RVR HWY
TROUTDALE OR 97060

Instructions:

1. Answer all questions completely on the renewal application.
2. Each licensee listed above must sign the renewal application. If any licensee is a legal entity (Corporation, LLC, etc.) an authorized person must sign for the entity.
3. Submit annual processing fee to your local governing body.
4. Return completed renewal application along with the appropriate license fee due before December 11, 2002 to avoid late fees.

<u>Operational Questions:</u>	<u>Responses:</u>																				
(1) Please list a daytime phone number.	Phone Number: <u>503 618-9661</u>																				
(2) Please list all arrests or convictions for any crime, violation, or infraction of any law during the last 18 months even if they are <u>not liquor related</u> for anyone who holds a financial interest in the licensed business. Attach additional sheet of paper to back of form if needed.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Name</th> <th style="width: 20%;">Offense</th> <th style="width: 20%;">Date</th> <th style="width: 20%;">City/State</th> <th style="width: 20%;">Result</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Name	Offense	Date	City/State	Result															
Name	Offense	Date	City/State	Result																	
(3) Will anyone share in the profits that is not a licensee of this business? If yes, please give name(s) and explain.	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> EXPLAIN:																				
(4) Were there any changes of ownership (i.e.: add/drop partners, change to corporations, etc.) not reported to the OLCC in the last year?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> EXPLAIN:																				
(5) Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> EXPLAIN:																				
(6) Will you be holding beer or wine tastings at your location, other than those conducted by a manufacture? Note: You may not conduct tastings if your establishment sells gasoline or other fuel products.	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES																				

Please proceed to back side.

License Fees - Please make check or money order to OLCC. Do not mail cash. Send payment to OLCC.	Dollar Amount (\$)
If completed renewal application is received by 12/11/2002 please pay this amount.	\$100.00
If completed renewal application is received after 12/11/2002 but on or before 12/31/2002 please pay this amount.	\$125.00
If completed renewal application is received after 12/31/2002 please pay this amount.	\$140.00

multnomah County

Local Government- Send Payment to local government listed below.

Local government ~~City of Troutdale, Debbie Stickney~~ located at 104 SE Kibling Ave ; Troutdale, OR 97060 requires a \$25.00 processing fee. Have you paid this processing fee? ☐ NO ☐ YES

MANDATORY DISCLOSURE OF YOUR SOCIAL SECURITY NUMBER

Federal and State laws require you to provide your Social Security Number to the Oregon Liquor Control Commission (OLCC) on the license renewal application. The OLCC will refuse a renewal if an applicant signing the renewal fails to provide his/her Social Security Number. The Social Security Number will be used only for Child Support Enforcement purposes, unless you authorize the use of your Social Security Number for the additional administrative purposes listed below (42 USC § 666(a)(13) & ORS 25.785).

The OLCC also asks for your authorization to use your Social Security Number(s) for additional administrative purposes, to make our application process more efficient and accurate. We use your Social Security Number to:

1. Help us keep accurate records about your identity because applicants often have the same last name and birth date.
2. Ensure your identity when we run a criminal background check through law enforcement agencies.
3. Match your license application to your Alcohol Server Education class and test score (applies only to applicants who are required by law to take and pass an alcohol server education program.)

Our authority to request this use is ORS 471.311 and OAR 845-005-0312(6). Please check the box next to your signature to authorize our use of your Social Security Number for the additional administrative purposes listed above.

You will not be denied a right, benefit or privilege if you do not authorize the OLCC to use your Social Security Number for these additional administrative purposes (5 US § C 552(a)).

Signature – Please have each licensee sign below. An authorized officer with a corporation, a member of an LLC, or a partner of a limited partnership must sign for a legal entity.

Print Name	Social Security Number	Date of Birth	Date	Signature	SSN Authorization
Victor D Jones	505-82-2018	12/21/59	11/27/02	<i>Victor D Jones</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
Roberta L. Jones	543-74-3203	7/16/02	11/27/02	<i>Roberta L Jones</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
					<input type="checkbox"/> NO <input type="checkbox"/> YES
					<input type="checkbox"/> NO <input type="checkbox"/> YES
					<input type="checkbox"/> NO <input type="checkbox"/> YES
					<input type="checkbox"/> NO <input type="checkbox"/> YES
					<input type="checkbox"/> NO <input type="checkbox"/> YES

Oregon Liquor Control Commission
PO Box 22297, Milwaukie, OR 97269 1-800-452-6522
License Renewal Application

IMPORTANT: Failure to fully disclose any information requested, or providing false or misleading information on this form is grounds to refuse to renew the license. Your license expires December 31, 2002.

License Type: FULL ON-PREMISES SALES	District: 1	License: 34689	Premises: 36450	Code: 225
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JONES, ROBERTA L
33600 E BELL RD
CORBETT OR 97019

Licensee(s) **JONES, ROBERTA L 06/22/2007**
JONES, VICTOR D 05/29/2007

Server Education Designee(s)

Tradename **TIPPY CANOE**
28242 E HSTRC CLMB RVR HWY
TROUTDALE OR 97060

Instructions:

1. Answer all questions completely on the renewal application.
2. Each licensee listed above must sign the renewal application. If any licensee is a legal entity (Corporation, LLC, etc.) an authorized person must sign for the entity.
3. Submit annual processing fee to your local governing body.
4. Return completed renewal application along with the appropriate license fee due before December 11, 2002 to avoid late fees.

Operational Questions:	Responses:																				
(1) Is there a change in your Server Education Designee? If yes, please list their name and date of birth.	Name _____ DOB _____																				
(2) Please list a daytime phone number.	Phone Number: <u>503 618-9661</u>																				
(3) Please list all <u>arrests or convictions</u> for any crime, violation, or infraction of any law during the last 18 months even if they are <u>not liquor related</u> for anyone who holds a financial interest in the licensed business. Attach additional sheet of paper to back of form if needed.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Name</th> <th style="width: 20%;">Offense</th> <th style="width: 10%;">Date</th> <th style="width: 20%;">City/State</th> <th style="width: 30%;">Result</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Name	Offense	Date	City/State	Result															
Name	Offense	Date	City/State	Result																	
(4) Under ORS 471.295 (2), you are required to maintain a Liquor Liability policy of NO LESS THAN \$300,000 . Please list Insurance/Bonding Company, Policy/ID # and Insurance agent's phone number.	Insurance/Bonding Company <u>Ber SAC of Portland</u> <u>ANCHOR BAY</u> Policy # <u>CBP 9020457</u> Insurance Agent's Phone # <u>503 661-3646</u> <u>Bill Fletcher</u>																				
(5) Will anyone share in the profits that is not a licensee of this business? If yes, please give name(s) and explain.	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES & EXPLAIN:																				
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Please proceed to back side.

License Fees - Please make check or money order to OLCC. Do not mail cash. Send payment to OLCC.	Dollar Amount (\$)
If completed renewal application is received by 12/11/2002 please pay this amount.	\$402.60
If completed renewal application is received after 12/11/2002 but on or before 12/31/2002 please pay this amount.	\$502.60
If completed renewal application is received after 12/31/2002 please pay this amount.	\$562.60

Multnomah County

Local Government- Send Payment to local government listed below.

Local government ~~City of Troutdale, Debbie Stickney~~ located at 104 SE Kibling Ave ; Troutdale, OR 97060 requires a \$25.00 processing fee. Have you paid this processing fee?

☐ NO ☐ YES

255-3600

260

MANDATORY DISCLOSURE OF YOUR SOCIAL SECURITY NUMBER

Federal and State laws require you to provide your Social Security Number to the Oregon Liquor Control Commission (OLCC) on the license renewal application. The OLCC will refuse a renewal if an applicant signing the renewal fails to provide his/her Social Security Number. The Social Security Number will be used only for Child Support Enforcement purposes, unless you authorize the use of your Social Security Number for the additional administrative purposes listed below (42 USC § 666(a)(13) & ORS 25.785).

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3. Match your license application to your Alcohol Server Education class and test score (applies only to applicants who are required by law to take and pass an alcohol server education program.)

Our authority to request this use is ORS 471.311 and OAR 845-005-0312(6). Please check the box next to your signature to authorize our use of your Social Security Number for the additional administrative purposes listed above.

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Signature – Please have each licensee sign below. An authorized officer with a corporation, a member of an LLC, or a partner of a limited partnership must sign for a legal entity.

Print Name	Social Security Number	Date of Birth	Date	Signature	SSN Authorization
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Roberta L. Jones	543-74-3203	7/14/40	11/27/02	<i>Roberta L Jones</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
					<input type="checkbox"/> NO <input type="checkbox"/> YES
					<input type="checkbox"/> NO <input type="checkbox"/> YES
					<input type="checkbox"/> NO <input type="checkbox"/> YES
					<input type="checkbox"/> NO <input type="checkbox"/> YES
					<input type="checkbox"/> NO <input type="checkbox"/> YES

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:
Meeting Date: December 19, 2002

Agenda Item #: R-1
Est. Start Time: 9:00 AM
Date Submitted: 12/12/02

Requested Date: December 19, 2002

Time Requested: 15 minutes

Department: Non-Departmental

Division: Commissioner Lisa Naito

Contact/s: Charlotte Comito

Phone: (503) 988-5217

Ext.: 85217

I/O Address: 503/600

Presenters: Commissioner Lisa Naito

Agenda Title: Proclaiming December 19, 2002 Kum Ba Ya Day in Recognition of the Distinguished Career of Multnomah County Sheriff Dan Noelle

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

-
1. **What action are you requesting from the Board? What is the department/agency recommendation?**

Adoption

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

Sheriff Noelle is retiring

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

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.

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**
- ❖ **Do any personnel actions result from this budget modification? Explain.**
- ❖ **Is the revenue one-time-only in nature?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

4. Explain any legal and/or policy issues.

N/A

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

N/A

Required Signatures:

Department/Agency Director: *Lisa Naito*

Date: 12-12-02

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

PROCLAMATION NO. _____

Proclaiming December 19, 2002 Kum Ba Ya Day in Recognition of the Distinguished Career of Multnomah County Sheriff Dan Noelle

The Multnomah County Board of Commissioners Finds:

- a) Dan Noelle became Sheriff of Multnomah County in May 1995. Prior to that he served 29 years as a police officer for the Portland Police Bureau.
- b) Dan Noelle received early preparation for his law enforcement career as a girl's fast-pitch softball coach.
- c) Dan Noelle was often the only Republican in a sea of Democrats during his tenure at Multnomah County, sometimes resulting in collaborative clashes with the Board of County Commissioners. He affectionately refers to them as "Communists."
- d) Dan Noelle publicly fired his right hand man, Dan Oldham, 17 times.
- e) Dan Noelle has been dubbed "Rogue of the Week" by *Willamette Week*; "Darth Vader" by his corrections and patrol deputies; and "Sheriff Croakey" by citizens who mistake him for Portland's Police Chief, Mark Kroeker.
- f) Dan Noelle coined such memorable terms as "frequent flyers," more commonly known to the rest of the public safety community as repeat offenders.
- g) Dan Noelle is married to gun-toting, no-nonsense, well-respected Portland Police Commander, Rosie Sizer. *Willamette Week* named them the "Couple you least want to piss off."
- h) Dan Noelle's favorite song is Kum Ba Ya. A framed copy of the lyrics hangs prominently in his office.

The Multnomah County Board of Commissioners Proclaims:

The Multnomah County Board of Commissioners Proclaims December 19, 2002 Kum Ba Ya Day in Recognition of the Distinguished Career of Multnomah County Sheriff Dan Noelle.

ADOPTED this 19th Day of December, 2002.

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

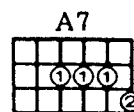
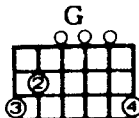
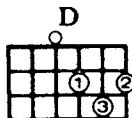
Diane M. Linn, Chair

KUM - BA - YA

TRADITIONAL AFRICAN FOLK-SONG

Arranged by JERRY SNYDER
and HARRY DEXTER

Chords used in this song:



Slowly and majestically

VOICE

Kum - ba - ya, my Lord, Kum - ba - ya! Kum - ba -
Some-one's sing - ing Lord, Kum - ba - ya! Some-one's

PIANO

ya, my Lord, Kum - ba - ya! Kum - ba - ya, my Lord, Kum - ba -
sing - ing Lord, Kum - ba - ya! Some-one's sing - ing Lord, Kum - ba -

ya! O Lord, Kum - ba - ya! Some-one's
ya! O Lord, Kum - ba - ya! Some-one's

G D G

cry - ing Lord, Kum - ba - ya! Some-one's cry - ing Lord, Kum - ba -
 pray - ing Lord, Kum - ba - ya! Some-one's pray - ing Lord, Kum - ba -

A7 D G D G

ya! Some-one's cry - ing Lord, Kum - ba - ya! O
 ya! Some-one's pray - ing Lord, Kum - ba - ya! O

D A7 D G D A7 D D.C.

Lord, Kum - ba - ya! O Lord, Kum - ba - ya!
 Lord, Kum - ba - ya! O Lord, Kum - ba - ya!

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

PROCLAMATION NO. 02-157

Proclaiming December 19, 2002 Kum Ba Ya Day in Recognition of the Distinguished Career of Multnomah County Sheriff Dan Noelle

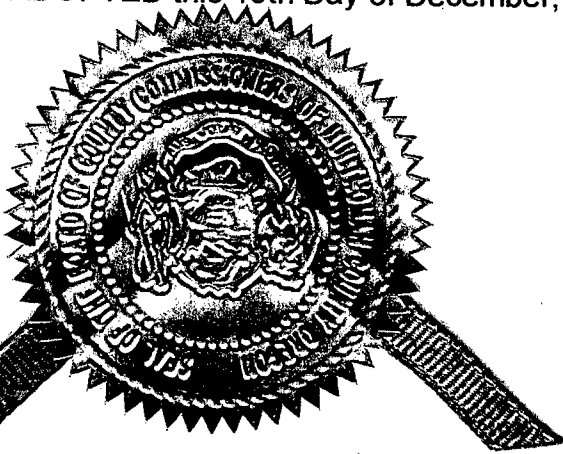
The Multnomah County Board of Commissioners Finds:

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The Multnomah County Board of Commissioners Proclaims:

December 19, 2002 is Kum Ba Ya Day in Recognition of the Distinguished Career of Multnomah County Sheriff Dan Noelle.

ADOPTED this 19th Day of December, 2002.



BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON


Diane M. Linn, Chair

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:
Meeting Date: December 19, 2002

Agenda Item #: R-2

Est. Start Time: 9:15 AM

Date Submitted: 12/11/02

Requested Date: December 19, 2002

Time Requested: 15 mins

Department: Non-Departmental

Division: Auditor

Contact/s: Judy Rosenberger

Phone: 503/988-3320

Ext.: 83320

I/O Address: 503/601

Presenters: Suzanne Flynn and Janis Hull

Agenda Title: Citizen Involvement Committee Audit

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

-
1. **What action are you requesting from the Board? What is the department/agency recommendation?**
 2. **Please provide sufficient background information for the Board and the public to understand this issue.**
 3. **Explain the fiscal impact (current year and ongoing).**

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

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**

- ❖ Do any personnel actions result from this budget modification? Explain.
- ❖ Is the revenue one-time-only in nature?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ Why was the expenditure not included in the annual budget process?
- ❖ What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?
- ❖ Why are no other department/agency fund sources available?
- ❖ Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.
- ❖ Has this request been made before? When? What was the outcome?

If grant application/notice of intent, explain:

- ❖ Who is the granting agency?
- ❖ Specify grant requirements and goals.
- ❖ Explain grant funding detail – is this a one time only or long term commitment?
- ❖ What are the estimated filing timelines?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?
- ❖ How will the county indirect and departmental overhead costs be covered?

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

Required Signatures:

Department/Agency Director:



Date: December 11, 2002

Budget Analyst

By:

Date:

Dept/Countywide HR

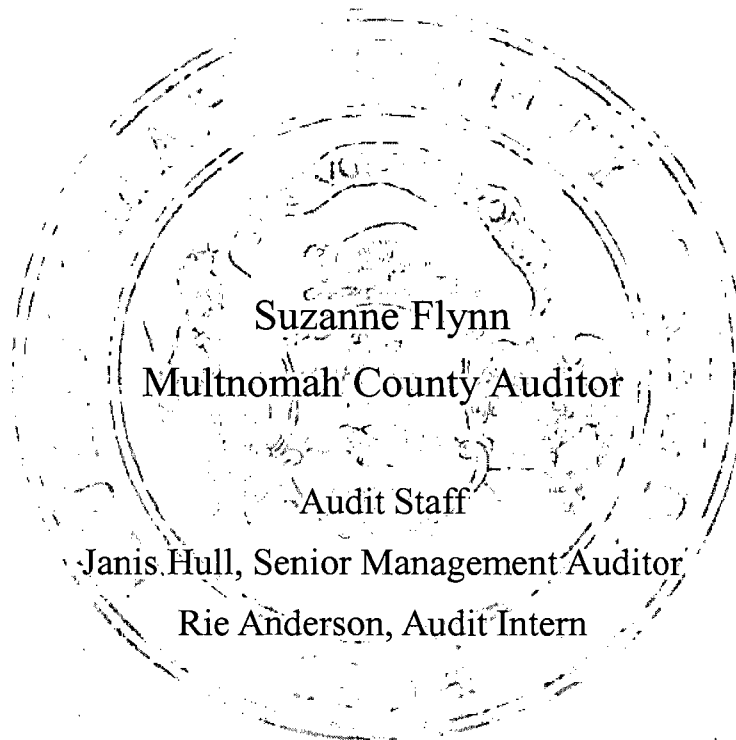
By:

Date:

Citizen Involvement Committee

Roles Need Clarification

December 2002



Suzanne Flynn

Multnomah County Auditor

Audit Staff

Janis Hull, Senior Management Auditor

Rie Anderson, Audit Intern



SUZANNE FLYNN, Auditor
Multnomah County

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MEMORANDUM

Date: December 11, 2002

To: Diane Linn, Multnomah County Chair
Maria Rojo de Steffey, Commissioner, District 1
Serena Cruz, Commissioner, District 2
Lisa Naito, Commissioner, District 3
Lonnie Roberts, Commissioner, District 4

From: Suzanne Flynn, Multnomah County Auditor

Subject: Citizen Involvement Committee Audit

The attached report covers our audit of the Citizen Involvement Committee (CIC). This audit was added to our FY02-03 Audit Schedule at the request of the CIC and concerned citizens.

The citizens of Multnomah County approved a Charter provision in 1984 intended to improve two-way communication between the Board of County Commissioners and citizens. Based upon our review, we concluded that this provision was never implemented effectively.

During this review, we identified models for citizen involvement in other jurisdictions that could guide the improvement of the County's efforts and that would work within the existing CIC framework.

We are recommending that the Chair's Office appoint a task force that includes all stakeholders (CIC, Central Budget Advisory Committee, Public Affairs Office, and the staff of the Chair's, Commissioners', and CIC Offices) to determine how best to strengthen these efforts.

We have discussed our findings and recommendations with the CIC and County Chair's Office. Responses that were received are included in the report's appendix. A formal follow-up to this audit will be scheduled within one to two years.

We appreciate the cooperation and assistance extended to us by the Citizen Involvement Committee, the CIC staff, and the County Chair's Office.

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Diane Linn, County Chair	15

Summary

Citizen involvement is a multifaceted process that can have many purposes. The ways that a citizen can be involved range from receiving general information from the government to active engagement in decision-making and policy-making. Effective citizen involvement adds to the development and implementation of public policy, increases trust in government, and increases accountability. It also takes time and resources.

In 1984, citizens voted to add an amendment to the County Charter establishing an office of citizen involvement. The purpose of the office was to develop and maintain citizen involvement programs and procedures designed to facilitate communication between citizens and the Board of County Commissioners (BOCC). The Charter amendment also required that the BOCC establish a citizens' committee and a citizen involvement process by ordinance.

A separate program office to implement citizen involvement processes throughout the County was never established in the budget. The single budgetary entity implementing the Charter was the Citizen Involvement Committee.

In a 1995 resolution, the Board of County Commissioners (BOCC) stated citizen involvement was a top priority for the County and recognized the Citizen Involvement Committee as the County's lead agency in helping to develop and facilitate citizen involvement processes. We found that the Citizen Involvement Committee (CIC) has not effectively assisted the county in implementing a citizen involvement system. We also found that despite the County's resolution to strengthen citizen involvement, it has not created clear avenues for citizens to become involved in county decision-making.

Our review of the CIC's work plans indicated that participation by members in the annual retreat has declined in recent years. Additionally, analysis of our survey of CIC members past and present (34% response rate with a total of 29 respondents) indicated that members are feeling less satisfied with the activities of the CIC as time goes on. Ninety-two percent of respondents indicated that encouraging citizen involvement in County government was the CIC's greatest value. However, one-third of respondents wished the CIC had been more active in outreach to citizens.

Based on our review, we found that a process for involving citizens and a citizen involvement committee were distinct entities in other jurisdictions in the region. In other jurisdictions, the citizen committee assists the governing body in developing and evaluating its program

to involve citizens while the government is responsible for implementing the program. Also, the citizen committee for involvement is both a watchdog and advocate for public participation.

We recommend that the Chair's Office appoint a task force to re-write the ordinance implementing the County Charter requirement. Further we recommend that the ordinance remove the CIC from actual implementation of the County's citizen involvement program and clarify its role as an advocate and monitor. The County should also create a separate program to formalize a citizen involvement program.

Background

In 1984, citizens voted to add an amendment to the County Charter establishing an office of citizen involvement. The purpose of the office was to develop and maintain citizen involvement programs and procedures designed to facilitate communication between citizens and the Board of County Commissioners (BOCC). The Charter amendment also required that the BOCC establish a citizens' committee and a citizen involvement process by ordinance. Further, the BOCC was directed to appropriate sufficient funds for the operation of the office and the committee. The citizens' committee was given the authority to hire and fire its own staff.

Multiple factors contributed to the decision to formalize the Citizen Involvement Committee (CIC) and citizen involvement in the County's Charter. According to citizens involved in the development of the CIC, the Citizen Involvement Committee was viewed as an opportunity for citizens to establish their identity as part of the County. It was also an opportunity to enhance communication among the various advisory boards and commissions. Many community members felt excluded from decisions that were being made at the County level.

An ordinance enacting the requirements of the Charter amendment was first adopted by the BOCC in December 1984 and added to the County Code. Since that time there have been minor revisions to this ordinance regarding the CIC membership. The sections in this ordinance:

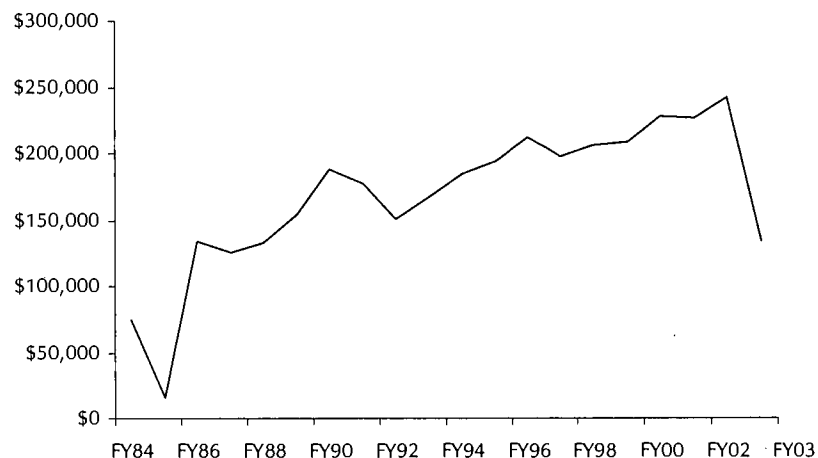
- defined the Committee's membership structure, nomination process, and term limits
- gave general guidance on Committee functions and responsibilities, legal requirements of open meetings, and federal and state legal requirements for conducting its activities and expenditures
- allocated funds for a director and secretary to the Office of Citizen Involvement and outlined its responsibilities
- required cooperation of the BOCC and County departments with the Citizen Involvement Committee and the Citizen Involvement Office in providing requested information

A separate program office to implement citizen involvement processes throughout the County was never established in the budget. The single budgetary entity implementing the Charter was the Citizen Involvement Committee. Currently, the Citizen Involvement Committee does have an office that staffs the Committee. However, the office that exists is functionally different than a separate program office, with its own budget, that is solely charged with implementing a citizen involvement program for the County. For purposes of clarity, in this report we will refer to the current budgetary structure and function as the CIC and the staff's office as the CIC's office.

From FY1985 through FY2002, the CIC's budget has increased steadily. When adjusted for inflation, the CIC budget increased by 28% from FY1990 to FY2002. However, the BOCC reduced the CIC's budget by 45% in FY2003. When this last reduction is included, the CIC budget has decreased by approximately one-third since FY1990.

Exhibit 1

Citizen Involvement Committee
Budget, FY84 to FY03
(adjusted for inflation)



While budget allocations for direct materials and supplies have decreased since FY1998, the budget allocation for staff had increased until the FY2003 budget cut. The program has maintained approximately three FTE since FY1990. The FY1990 budget provided for two staff assistants and one administrative staff. As of FY2002, the program had three staff assistants, including the Director. The director resigned after the FY2003 budget cut, and there are now two staff assistants.

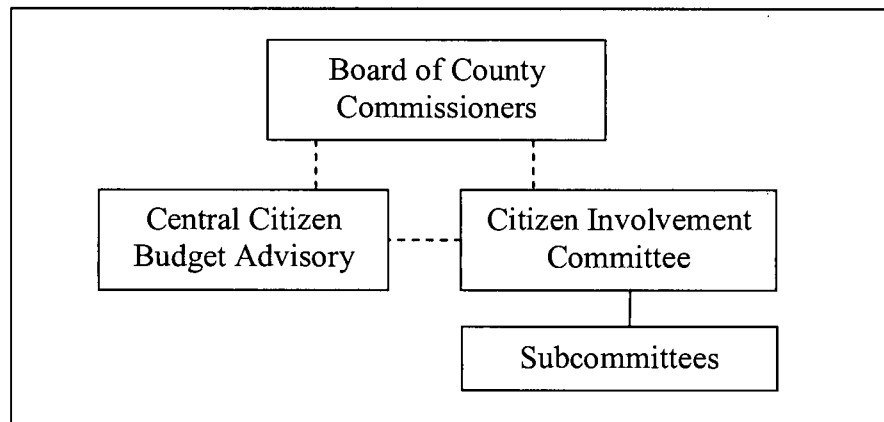
Current CIC membership is fifteen, as required by Code. Members are nominated by neighborhood and community organizations and appointed by the BOCC. Three members are to reside in each of the four commissioner districts, and there are to be three members-at-

large. The term of membership is three years with a limit of six consecutive years of service. Currently there are six vacant seats on the CIC. Two additional members are in the process of being appointed. The staff serves at the will of the CIC membership.

According to the Code, the CIC also provides technical assistance and clerical support to the Central Citizen Budget Advisory Committee (CCBAC). The CCBAC was established to be independent of the CIC and was charged with making county-wide, cross-departmental recommendations to the County Chair, Commissioners, and the public. In practice, the staff of the CIC has taken on additional responsibilities and coordinates the individual Citizen Budget Advisory Committees in addition to the requirements outlined in the code. The CIC appoints a member-at-large who presides as the CCBAC Chair.

Exhibit 2

Organizational Chart
Citizen Involvement Committee



Aside from its support of the CCBAC, the CIC has completed several other volunteer and citizen involvement projects. The CIC has been acknowledged for such projects as:

- The Volunteer Awards Ceremony (FY88 – present)
- CONDUIT newsletter (FY87 – present)
- Multnomah County Service Directory (FY86 – FY98)
- Citizen Involvement Handbook (FY88)
- GIS pilot project initiated to help citizens identify neighborhood services and siting issues (1996-2002)

- Instrumental in facility siting ordinance (FY99)
- "Citizens Involved" monthly cable television show on County issues (FY96 – FY01)

As a result of CIC's efforts, publications assisting citizens in understanding the County and ways to participate have been completed. Some of the projects were discontinued due to budget cuts.

Scope and Methodology

The purpose of this audit was to assess the effectiveness of citizen involvement in Multnomah County through the Citizen Involvement Committee. We were requested to provide an objective review of the CIC's function, the County's role in citizen involvement, and the CIC's future role in the County. We reviewed pertinent State laws, County ordinances, and CIC by-laws. We also reviewed historical documents of the CIC.

The audit team interviewed CIC staff, County Commissioners and their staff, CIC members, and CCBAC members. We also conducted mail surveys of CIC and CCBAC members. We interviewed staff and collected documentation from other related organizations and programs. General research was done on the topics of citizen participation and involvement.

The Program's policies and procedures were reviewed, as were documents and publications produced by the CIC. We reviewed CIC brochures and pamphlets, training materials, newsletters, and various reports. We did a review of other models and jurisdictions locally and nationally. Criteria were developed for identifying other jurisdictions involved in similar programs for citizen involvement.

The audit was not included in our FY2001-2002 audit schedule, but was initiated upon the request of the CIC and concerned citizens. The audit was conducted in accordance with generally accepted government auditing standards.

Audit Results

Organization of
County's Citizen
Involvement
Program is Unclear

According to our research, government interest in citizen involvement in public decision-making has increased in recent years. This interest is a result of several factors including diminished trust of government, concern over citizen apathy, and a growing recognition that decision-making without citizen participation is ineffective.

Citizen involvement is a multifaceted process that can have many purposes. The ways that a citizen can be involved range from receiving general information from the government to active engagement in decision-making and policy-making. Effective citizen involvement adds to the development and implementation of public policy, increases trust in government, and increases accountability. It also takes time and resources.

In a 1995 resolution, the Board of County Commissioners (BOCC) stated citizen involvement was a top priority for the County and recognized the Citizen Involvement Committee as the County's lead agency in helping to develop and facilitate citizen involvement processes. We found that the Citizen Involvement Committee (CIC) had not effectively assisted the County in implementing a citizen involvement system. And, despite the County's resolution to strengthen citizen involvement, avenues for citizens to become involved in, or to participate in, County decision-making were lacking.

CIC role is clearer in
other jurisdictions

Based on our review, we found that a process for involving citizens and a citizen involvement committee were distinct entities in other regional jurisdictions. In the tri-county area, Clackamas and Washington counties, the City of Gresham, and the Metro regional government all have citizen involvement committees in which the roles have been more clearly defined. We also found that a citizen involvement manual created by the state to assist jurisdictions in meeting land use planning requirements provides clear definition for the role of a citizen involvement committee and the citizen involvement program.

	Citizen Involvement Program	CIC role distinct from Program	Authority	Staff
Clackamas	Yes	Yes	By policy, 1970	1.0 FTE employee of Division
Gresham	Yes	Yes	By code, 1989	1.0 FTE employee of City Manager
Metro	Yes	Yes	By charter, 1992	1.0 FTE employee of Council Outreach
Multnomah	No	No	By charter, 1984	2.0 FTE at will of CIC
Washington	Yes	Yes	By policy, 1986	2.0 FTE through intergovernmental agreement

In each of the jurisdictions we studied, the citizen committee assists the governing body in developing and evaluating its program to involve citizens. In Gresham, the committee reviews and comments on the mayor's annual report on citizen participation. In Washington County, the administration comes to the committee if they have concerns about how to handle citizen involvement on a particular issue. In Washington County, the CIC is also designing a strategy to assess the effectiveness of citizen involvement activities using exit interviews after citizens have completed their involvement.

At Metro, which recently reorganized its chartered program, the current committee chair stated that the committee is intended to be a "watchdog" group to make sure that Metro was getting citizen input to plans. According to Metro's citizen committee's by-laws, departments are to have their plans reviewed for the quality of the citizen involvement process.

The State's "how-to" manual for citizen involvement also refers to a citizen involvement committee as a "watchdog." They note that the citizen committee for involvement plays a vital role in citizen involvement and is both a watchdog and advocate for public participation.

The authority of the CIC to hire and fire their staff protects the Committee's independence. In only one other jurisdiction was the independence of the CIC as strongly protected. In Washington County, the Administrative Office has an intergovernmental agreement with the Oregon State University Extension Office to coordinate and support citizen involvement initiatives. However, the other jurisdictions that we surveyed indicated that their committees were independent and set their own agenda. It appears that independence is also possible with other designs.

CIC could be more effective

The CIC holds a retreat annually to review its mission, set priorities, and discuss the following year's work plan. The retreats are an opportunity for members to discuss what they want to accomplish as a Committee over the next year. Our review of the work plans indicated that participation in the annual retreat by CIC members has declined in recent years. Additionally, analysis of our survey of CIC members past and present (34% response rate with a total of 29 respondents) indicated that members are feeling less satisfied with the activities of the CIC as time goes on. Ninety-two percent of respondents indicated that encouraging citizen involvement in County government was the CIC's greatest value. Eighty-five percent also identified that as the mission of the CIC. However, one-third of respondents wished the CIC had been more active in outreach to citizens. Furthermore, respondents that served on the CIC since 1995 reported that the CIC has become less active in representing citizen concerns to the BOCC.

The CIC continues to be involved in many activities. While many of these activities are commendable, some are not geared toward improving citizen involvement in the County or meeting the expectations of CIC members. Because the code does not clearly define the role and responsibilities of the CIC, the CIC and BOCC members alike seem to struggle with its purpose. There also appears to be a lack of shared understanding of the CIC's role among the BOCC and citizens. Without a separate County process for involving citizens in decision-making, the CIC has attempted to take on both the role of advisor and the role of implementer. As a result, resources are expended on activities that may not contribute to improved citizen involvement in the County. The ability of the CIC to objectively evaluate processes of citizen involvement is weakened by the CIC's dual role of process implementer and evaluator.

Citizen involvement in the County is organizationally weak

To be effective, a citizen involvement process must provide many opportunities for various types of involvement and these opportunities must be communicated clearly to citizens. It also requires citizen advice, on-going evaluation, and a commitment of resources. While we found that the County had some of the components for a system, they were not communicated clearly to citizens or organized so that easy access was possible.

The County has several avenues for citizen involvement. They include:

- regularly scheduled opportunities at BOCC sessions for comment on any area of concern not covered in the agenda
- public hearings on proposed BOCC decisions
- budget advisory committees

- advisory committees
- telephone or email contact directly with elected officials
- communications from programs, departments, elected officials, and the Public Affairs Office to citizens
- citizen involvement committee

Based on our review of the CIC, entry to citizen involvement opportunities is limited. For example, the only reference to citizen involvement in the telephone book is a listing for the CIC. Without an organized citizen involvement process for the CIC staff to refer to, citizens may easily become discouraged. The CIC staff stated that any inquiries about participating in advisory groups other than the CIC or a Citizen Budget Advisory Committees are referred to the Chair's Office. These in turn are referred to the separate departments by the Chair's Office staff. There is no coordinated application process. This results in citizens possibly needing to make at least three calls or talk to three different persons prior to receiving information.

Similarly, there is no mention of citizen involvement on the County's internet home page. Access to information requires searching the links. Opportunities for citizen involvement are not mentioned unless the CIC web site is opened. A link from the CIC homepage will connect the citizen with information on advisory boards and committees and a form to request information. It requires three "clicks" to access this information.

We found examples in other jurisdictions of more comprehensive, active efforts to open up channels of communication and monitor their effectiveness. Some jurisdictions define the opportunities for involvement by ordinance. Entry in some is centralized and coordinated so that a citizen can learn about the various opportunities in one place. In both Gresham and in Washington County the citizen involvement committees are evaluating citizen satisfaction with their involvement experience. Clackamas County lists all of its advisory boards and commissions on its internet site and there is a link from the front page to citizen involvement information. None of these opportunities are currently occurring in this County. However, during this audit, the CIC's office began work on updating its web page.

Recommendations

1. In order to strengthen the citizen involvement process, the Board of County Commissioners should approve an ordinance that clarifies the County's responsibility towards a citizen involvement program and the role of the Citizen Involvement Committee. The ordinance should include:
 - a. The creation of a separate citizen involvement program that is designed to organize and facilitate a citizen's ability to access paths of two-way communication with elected officials and County programs
 - b. A definition of the Citizen Involvement Committee that removes it from the actual implementation of the citizen involvement program and gives it an advisory role in the program's development and an on-going role to monitor effectiveness and recommend improvements.
2. The Multnomah County Chair's Office should implement a task force charged with re-writing the Code to more clearly define the role of the CIC and the County in implementing and evaluating citizen involvement. The task force should include the Chair of the CIC, Chair of the CBAC, lead staff person of the CIC's office, representative staff from Commissioner's Offices, representatives from the Chair's Office, and a representative from the Public Affairs Office

A follow-up report on the progress of the audit and these recommendations will be conducted in 12-16 months.

Responses to the Audit



Citizen Involvement Committee

MULTNOMAH COUNTY OREGON

Multnomah County Auditor's Office

2115 SE Morrison, Room 206
Portland, Oregon 97214
(503) 988-3450 phone
(503) 988-5674 fax

December 4, 2002

Suzanne Flynn
Multnomah County Auditor
501 SE Hawthorne Blvd., Room 601
Portland, OR 97214

Dear Ms. Flynn,

Members of the Citizens Involvement Committee and our staff from the Office of Citizen Involvement have reviewed this report and deeply appreciate the Auditor's willingness to conduct a special audit at our request. We found the report to be mostly accurate and quite thorough, especially with its inclusion of other County offices that are natural partners in providing more effective citizen involvement. We believe the findings not only justify the concerns that prompted us to request the audit, but also validate our efforts begun at the beginning of this year to address many of those concerns, including:

- Clarifying our goals as outlined in the County Charter and Enabling Ordinance.
- Making a clearer distinction in our outreach and materials between the Office of Citizen Involvement and Citizen Involvement Committee, focusing on the Office as program implementer and the Committee as guide and performance evaluator.
- Moving the Office of Citizen Involvement to the sixth floor of the Multnomah Building to facilitate stronger partnerships with County Officials and Departments and provide easier access for citizens who are visiting County Officials.
- Assisting other County offices in their citizen outreach efforts, including development of more effective outreach strategies and gathering citizen feedback on those initiatives to help the County continuously improve its citizen involvement efforts.
- Examining the volunteer process to improve citizen access to information about, and opportunities to serve on, County Boards and Commissions, ideally consolidating the application process under the Office of Citizen Involvement.
- Overhauling our website to serve as a tool for County offices to provide better citizen involvement assistance and as a one-stop source of information and participation for citizens, including communication between citizens and County Officials.
- Creating new citizen participation vehicles like announcement and discussion lists to make it easier for citizens to learn about and give input to County decisions.
- Working with the County to have a link to our website restored on the County's

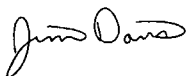
homepage so citizens can easily get information on participation opportunities. While the audit found some confusion among stakeholders about our role, it confirmed our purpose is to create vehicles for communication between citizens and County Officials and work with the County to create and communicate opportunities for citizens to participate in the policy process. To make this happen consistently and effectively, the report points out the need for ongoing citizen input, objective evaluation and a commitment of resources. Each of these areas can be improved.

We agree with the need to find better ways to objectively evaluate the work of the Office and County's citizen involvement programs over time. While we applaud existing County citizen participation efforts, particularly the efforts of Departments that work with our Office to implement an effective Citizen Budget Advisory Committee program, we should also be more forthright in encouraging and evaluating those efforts. All County Offices and Departments should operate with a citizen involvement ethic — sharing responsibility for involving citizens in policy processes — and our Office should help identify opportunities and provide needed resources and expertise to ensure this happens.

As for resources, the Chair's Office has been supportive of our projects this year, working with us to facilitate the relocation of the Office of Citizen Involvement and design a sufficient budget for its programs, asking us to co-host the recent budget workshops, and providing some County assistance in redesigning our website and outreach materials.

The audit suggests we address the need for resources and an objective structure for evaluating citizen involvement by creating a separate budget entity for the Office of Citizen Involvement and involving other County stakeholders in the design and implementation of its programs. We recognize that other County offices are already involved in formalized citizen participation efforts, and we believe it is important they continue to be partners in creating and evaluating citizen involvement programs. We look forward to talking with County Commissioners and other officials about these ideas. As our staff is doing a lot and deserves time to finish some projects before undertaking new ones, we suggest they complete the upcoming office move and be given at least a month to settle in before pulling stakeholders together.

Again, we appreciate the Auditor's willingness to undertake this audit. We believe it will be helpful as we continue to improve our programs and citizen involvement in this County.



Jim Davis, Chair
Citizen Involvement Committee



Diane M. Linn, Multnomah County Chair

December 6, 2002

Suzanne Flynn, Auditor
Multnomah County Oregon
501 SE Hawthorne, 6th Floor
Portland OR 97214

Dear Suzanne,

Thank you for your thorough and thoughtful audit of Multnomah County's Citizen Involvement program. As you know, I am very committed to finding ways to improve our efforts to effectively engage the public. As the Citizen Involvement Committee begins its transition to new office space in the Multnomah Building, I believe this is a significant opportunity to strengthen and reinvigorate our program.

As noted on page 7 of your audit, data suggests that growing apathy and an increasing lack of trust underlie much of the recent decline in citizen involvement. This trend needs to be addressed and Multnomah County must find better ways to share information about the important work we do and to create meaningful opportunities for participation in our efforts.

While we are still considering what should be the model for our program, I am pleased that we have begun to develop the practical tools which will lead to increased citizen involvement, in terms of both quantity and quality. The recent Budget Workshops are an example of the kinds involvement I believe we can accomplish. I look forward to working with CIC, the PAO, the CBAC's and the Commissioners to implement many of suggestions of this audit, including clarification of the governing Ordinance to more clearly define our respective roles.

I would also like to take this opportunity to thank the leadership of the CIC for requesting this audit and for their energy and perseverance over the course of the last six months. In particular, Jim Davis has been instrumental in creating the momentum and positive atmosphere from which we can continue to move forward.

Again, thank you for your willingness to assist us.

Sincerely,

Diane M. Linn

C: Board of County Commissioners
Jim Davis, CIC Chair
Kathleen Todd, Office of Citizen Involvement



"Printed on recycled paper"

501 SE Hawthorne Blvd., Suite 600, Portland, Oregon 97214
Phone: (503) 988-3308, FAX: (503) 988-3093, E-Mail: mult.chair@co.multnomah.or.us



AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:
Meeting Date: December 19, 2002
Agenda Item #: R-3
Est. Start Time: 9:25 AM
Date Submitted: 11/18/02

Requested Date:	12/19/2002	Time Requested:	2 minutes
Department:	Non-Departmental	Division:	County Attorney
Contact/s:	Matthew O. Ryan		
Phone:	503-988-3138	I/O Address:	503/500
Presenters:	Matt Ryan		

Agenda Title: Second Reading and Possible Adoption of an Ordinance Amending MCC § 13.303 Animal Wastes, Duty to Remove, to Add Exemption for Assistance Animals

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

1. **What action are you requesting from the Board? What is the department/agency recommendation?**

Approve first reading of ordinance amending MCC § 13.303.

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

The County has never pursued enforcement of MCC § 13.303 (animal waste removal) against a person with an assistance animal, defined under ORS 346.680 as: "any animal trained to assist a physically impaired person in one or more daily life activities, including but not limited to:

- (a) Dog guides, as defined in ORS 346.610;
- (b) Hearing ear dogs, as defined in ORS 346.640;
- (c) An animal trained to pull a wheelchair;
- (d) An animal trained to fetch dropped items; and
- (e) An animal trained to perform balance work."

The proposed ordinance amends § 13.303 to provide this exemption.

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

NA

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

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**
- ❖ **Do any personnel actions result from this budget modification? Explain.**
- ❖ **Is the revenue one-time-only in nature?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

4. Explain any legal and/or policy issues.

NA

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

NA

Required Signatures:

Department/Agency Director: *Thomas Sponsler*

Date: 11/18/2002

Budget Analyst

Date:

By:
Dept/Countywide HR

Date:

By:

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. _____

Amending MCC § 13.303 Animal Wastes, Duty to Remove, to Add Exemption for Assistance Animals.

(Language ~~stricken~~ is deleted; double- underlined language is new.)

Multnomah County Ordains as follows:

Section 1. MCC § 13.303 is amended as follows:

§ 13.303 Animal Wastes; Duty To Remove.

Any person in physical possession or control of any animal off the premises of the animal's owner or keeper shall immediately remove excrement or other solid waste deposited by the animal in any public area. This section shall not apply to any "Assistance Animal" as defined under ORS 346.680.

FIRST READING:

December 12, 2002

SECOND READING AND ADOPTION:

December 19, 2002


BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By



Matthew O. Ryan, Assistant County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. 1003

Amending MCC § 13.303 Animal Wastes, Duty to Remove, to Add Exemption for Assistance Animals.

(Language ~~stricken~~ is deleted; double- underlined language is new.)

Multnomah County Ordains as follows:

Section 1. MCC § 13.303 is amended as follows:

§ 13.303 Animal Wastes; Duty To Remove.

Any person in physical possession or control of any animal off the premises of the animal's owner or keeper shall immediately remove excrement or other solid waste deposited by the animal in any public area. This section shall not apply to any "Assistance Animal" as defined under ORS 346.680.

FIRST READING:

December 12, 2002

SECOND READING AND ADOPTION:

December 19, 2002



BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By

Matthew O. Ryan
Matthew O. Ryan, Assistant County Attorney

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:
Meeting Date: December 19, 2002

Agenda Item #: R-4
Est. Start Time: 9:25 AM
Date Submitted: 12/11/02

Requested Date: 12/19/02

Time Requested: 5 minutes

Department: Non-Departmental

Division: Chair's Office

Contact/s: Duke Shepard

Phone: 503.988.5137

Ext.: 85137

I/O Address: 503/600

Presenters: Duke Shepard

Agenda Title: Intergovernmental Agreement with Gresham establishing revenue sharing formula for Microchip SIP Community Service Fee

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

-
1. **What action are you requesting from the Board? What is the department/agency recommendation?** Approval of IGA.
 2. **Please provide sufficient background information for the Board and the public to understand this issue.** In August of 2002, Multnomah County and the City of Gresham approved a seven-year Strategic Investment Program agreement with Microchip Technology Inc. A statutory provision of any SIP agreement is annual payment by the participating business of a Community Service Fee (CSF) equal to one quarter of the abated taxes, not to exceed \$2 million. State statute further requires that this CSF be divided between participating jurisdictions based upon a revenue sharing agreement negotiated between those governments. Multnomah County and the City of Gresham maintain such an agreement for dispensation of the LSI Logic SIP Fee. In order to meet the timeline for completion of the SIP agreement, Multnomah County and the City of Gresham agreed to negotiate the final revenue sharing agreement for the Microchip CSF at a later date. The attached agreement is the product of those negotiations.

The proposed Microchip CSF Revenue Sharing Agreement is modeled closely upon the LSI Community Service Fee.

Both agreements divide the Community Service Fee between the jurisdictions on a basis of 53% to the County, 47% to the City. Program administration costs are taken off the top, prior to division. The key differences are based on the differences in the size, scope, and term of the respective agreements. In the LSI Agreement, \$100,000 is taken off the top for program administration during the first five years of the agreement, decreasing to \$75,000 in 2003 and \$50,000 in 2008. In contrast, the proposed agreement for the Microchip CSF will take \$40,000 for program administration, decreasing to \$35,000 in 2007 and \$20,000 in 2009. The differing administrative amounts are based on the differing lengths of the respective agreements, and the fact that these funds combined are sufficient to provide for satisfactory program management over the life of both agreements.

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

There are no fiscal impacts for the current budget year. Ongoing, this will provide limited discretionary revenue for Multnomah County during the term of the SIP agreement. Initial projection of the Multnomah County portion of the CSF for 2003-2004 is \$205,000.

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

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**
- ❖ **Do any personnel actions result from this budget modification? Explain.**
- ❖ **Is the revenue one-time-only in nature?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**

- ❖ Explain grant funding detail – is this a one time only or long term commitment?
- ❖ What are the estimated filing timelines?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?
- ❖ How will the county indirect and departmental overhead costs be covered?

4. Explain any legal and/or policy issues.

Revenue Sharing Agreement is a requirement of state law and SIP agreement.

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

Discussion and agreement with the City of Gresham.

Required Signatures:

Department/Agency Director: *Diane M. Linn*

Date: 12/11/02

Budget Analyst

By:

Date:

Dept/Countywide HR

By:

Date:

Community Service Fee Revenue Sharing Formula Intergovernmental Agreement

Pursuant to ORS 190.010, MULTNOMAH COUNTY (COUNTY) through the Strategic Investment Program and CITY OF GRESHAM (CITY) enter into the following Intergovernmental Agreement:

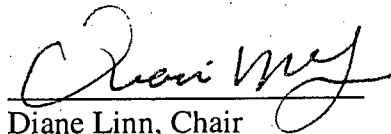
Recitals

1. The COUNTY, the CITY, and Microchip Technology Inc. (MCHP) entered into a Strategic Investment Program Agreement on August 15, 2002.
2. Pursuant to SIP contract provision III.A.1. and ORS 285B.386(4)(b), MCHP agreed to pay a Community Service Fee (CSF) equal to 25% of the property taxes abated, not to exceed two million dollars, in any tax year under the Strategic Investment Program. The CSF is estimated at \$427,663 during the first year of the SIP contract.
3. Pursuant to ORS 285B.386 the County and the City must enter into an agreement to determine the distribution of the CSF.
4. It is anticipated by the parties that the first year of tax abatements and payment of CSF will occur in tax year 2003-2004. The first payment pursuant to the SIP contract will be made prior to November 15, 2003.
5. COUNTY and CITY maintain a revenue sharing formula intergovernmental agreement for distribution of CSF paid by LSI Logic Inc. (LSI) as required by August 3, 1995 SIP contract between COUNTY, CITY, and LSI.
6. Prior to execution of the existing revenue sharing agreement for the LSI SIP CSF, COUNTY and CITY conducted an analysis to determine an equitable basis for a long term SIP revenue sharing agreement.
7. The analysis included SIP law, Multnomah County SIP policy and property tax distribution formulas already in existence.
8. The analysis concluded that the best approach to the distribution formula was to model it after existing property tax distribution processes and fix the formula for the term of the SIP agreement.
9. The COUNTY and CITY have determined that for the CSF paid by MCHP, a distribution formula will be in the best interests of both jurisdictions, with actual expenditures determined in the annual budget process of each jurisdiction.
10. SIP direct administrative costs (as set out in Exhibit 1 attached) shall be deducted first from the annual CSF payment by MCHP. Formula distribution to the

COUNTY and CITY are the net proceeds after deduction of the SIP administrative costs.

11. The COUNTY shall disburse to the CITY 47% of the net CSF process collected each year from Microchip Technology.
12. The COUNTY shall retain 53% of the net CSF proceeds collected each year from Microchip Technology.
13. The COUNTY and the CITY agree that each jurisdiction is solely responsible for determining the use of its proportionate share of the CSF funds.
14. This agreement is effective upon execution by both parties and terminates when the CSF is not paid, hence terminating the SIP Agreement pursuant to section III.A.5.

MULTNOMAH COUNTY

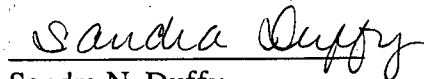


Diane Linn, Chair
Multnomah County Commissioner

12.19.02

Date

Reviewed:



Sandra N. Duffy
Assistant County Attorney

CITY OF GRESHAM

Charles Becker, Mayor
City of Gresham

Date

Reviewed:

Richard Faus
Sr. Asst/ City Attorney

APPROVED MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-4 DATE 12.19.02
DEB BOGSTAD, BOARD CLERK

Estimated Administrative Costs of the Strategic Investment Program Agreement with Microchip Technology.

Detail

YEAR	COST
2003-2004	\$40,000
2004-2005	\$40,000
2005-2006	\$40,000
2006-2007	\$40,000
2007-2008	\$35,000
2008-2009	\$35,000
2009-2010	\$20,000

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: December 19, 2002

Bud Mod #:

Agenda Item #: R-5

Estimated Start Time: 9:30 AM

Date Submitted: 11/20/02

Requested Date: December 19, 2002

Amount of Time Requested: 5 mins

Department: County Human Services

Division: Domestic Violence

Contact/s: Chiquita Rollins

Phone: 988-4112

Ext.: 84112

I/O Address: 166/7

Presenters: Chiquita Rollins

Agenda Title: Board approval of US Department of Justice grant No. 2002-CW-BX-0024, "Safe Havens: Supervised Visitations and Safe Exchange Grant Program"

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

Please answer all relevant questions; leave others blank. Please do not alter form.

- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

Board approval of US Department of Justice grant No. 2002-CW-BX-0024, "Safe Havens: Supervised Visitations and Safe Exchange Grant Program". Grant Award is \$350,000, for the period 10/01/2002 to 9/30/2004. DCHS recommends Board Approval of this Grant Award.

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

Currently supervised visitation is available primarily in child abuse cases, with few sites or facilities designed specifically to address the safety concerns in domestic violence cases. Anecdotal information indicates that exchange of children and visitation by a non-custodial and abusive parent is frequently a time of increased danger for the custodial parent. Hostage taking, assaults and rape have been reported to occur during this critical time period. The Family Court, Legal Aid and victim advocacy programs have indicated the need for subsidized supervised visitation and/or safe exchange for several hundred families a year.

Multnomah County Department of County Human Services (DCHS) has received a US Department of Justice grant to create safe places for visitation with and exchange of children in cases of domestic violence, child abuse, sexual assault, or stalking.

The goal of the program is to provide a range of safe exchange and supervised visitation services to families involved with domestic relations court that:

- Ensure the safety of domestic violence victims and their children, and
- Further the best interest of the children

The Program will accept clients who have been involved in civil domestic relations cases, such as stalking orders, restraining orders, custody, visitation or dissolution orders. The services provided by this project will augment the existing supervised visitation services now provided in child abuse cases, will extend services to domestic violence victims and their children and will place additional services at the Gateway Children's Center.

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

Of the \$350,000 total budget for this award, approximately \$156,103 (9 months of funding) will be added to the FY 2003 budget. Projected budget for FY2004 for this grant is between \$262,499 and \$349,999 depending upon the progress and rate of expense for the Safe Haven project.

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

If a budget modification, explain:

- ❖ **What revenue is being changed and why?** New federal grant award received from the Department of Justice, Office of Justice Programs.
- ❖ **What budgets are increased/decreased?** FY 2003 budget for DCHS Domestic Violence Program.
- ❖ **What do the changes accomplish?** The budget will reflect the addition of the new grant award, and allow expenditures for Safe Haven project.
- ❖ **Do any personnel actions result from this budget modification? Explain.** At this time, the grant budget includes funding for a .25 FTE PDS, and a .05 FTE Domestic Violence Coordinator both positions are existing; but the PDS may be split between existing and new hire (.15 FTE and .10 FTE respectively) to assure compliance with project objectives and expertise as required by the grant. Additional funds are included for Contracts/consultants for Assessment, Supervised Visitation, Victims Services and Security at the site (Gateway Receiving Center).
- ❖ **Is the revenue one-time-only in nature?** This is a 24 month grant award is renewable.
- ❖ **If a grant, what period does the grant cover?** This is a 24 month grant award beginning October 1, 2002 and ending September 30, 2004. The initial 9 months of revenue and expense will be in FY2003, and will be added via budget modification to the DCHS Domestic Violence Program.
- ❖ **When the grant expires, what are funding plans?** It is possible to submit an application for renewal for this funding; approval is dependent upon project progress and compliance with award requirements.

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET) A budget modification is currently pending.

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?** U.S. Department of Justice, Office of Justice Programs
- ❖ **Specify grant requirements and goals.**
The goals of the Safe Haven Project are: Ensure the safety of domestic violence victims and their children; and further the best interest of the child(ren). This award is subject to all administrative and financial requirements including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand.
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?** This is a 24 month grant award beginning October 1, 2002 and ending September 30, 2004.
- ❖ **What are the estimated filing timelines?** N/A grant has already been awarded.
- 1) **If a grant, what period does the grant cover?** October 1, 2002 through September 30, 2004.
- ❖ **When the grant expires, what are funding plans?** It is possible to submit an application for renewal for this funding; approval is dependent upon project progress and compliance with award requirements.
- 2) **How will the county indirect and departmental overhead costs be covered?** This award pays indirect costs at the federally negotiated rate.

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.

Several community-based agencies were involved in the development of this grant, and will serve on the advisory committee for the grant. These agencies include: El Programa Hispano, ROSS, Portland Women's Crisis Line and other community-based victim service programs, Waverly Center and Morrison Center, Legal Aid Services of Oregon. Government involvement includes: the Gateway Children's Center, the Portland Police Family Services Division, State of Oregon Department of Human Services Child Welfare, State Court Administrator, and District Court.

Required Sign Off (NOTE: electronic check indicates approval)

Departmental or Countywide HR ☐ (type name of approver)

_____(signature)

County Attorney ☐ (type name of approver)

_____(signature)

Department/Agency Director ☒ John Ball (type name of approver)

_____(signature)

Budget Analyst ☐ (type name of approver)

_____(signature)

Agenda Review Team ☐ (type name of approver) Date:

_____(signature)

F:\ADMIN\Ceu\CEUStartFY0203\CpuREV\FED Safehavendvgrant NOI 11-6.doc

MULTNOMAH COUNTY CONTRACT APPROVAL FORM

(See Administrative Procedure CON-1)

Contract #: 0310347

Amendment #: 0

Pre-approved Contract Boilerplate (with County Counsel signature) ☐ Attached ☒ Not Attached

Class I	Class II	Class III
<input type="checkbox"/> Professional Services not to exceed \$50,000 (and not awarded by RFP or Exemption) <input type="checkbox"/> Revenue not to exceed \$50,000 (and not awarded by RFP or Exemption) <input type="checkbox"/> Intergovernmental Agreement (IGA) not to exceed \$50,000 <input type="checkbox"/> Expenditure <input type="checkbox"/> Revenue <input type="checkbox"/> Architectural & Engineering not to exceed \$10,000 (for tracking purposes only)	<input checked="" type="checkbox"/> Professional Services that exceed \$50,000 or awarded by RFP or Exemption (regardless of amount) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue that exceeds \$50,000 or awarded by RFP or Exemption (regardless of amount)	<input type="checkbox"/> Intergovernmental Agreement (IGA) that exceeds \$50,000 <input type="checkbox"/> Expenditure <input type="checkbox"/> Revenue <p align="center">APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</p> <p>AGENDA # <u>R-5</u> DATE <u>12.19.02</u> DEB BOGSTAD, BOARD CLERK</p>

Department: County Human Services Division: MHAS Date: November 6, 2002
 Originator: Chiquita Rollins Phone: 84112 Bldg/Rm: 166/9
 Contact: Lynn Ervins & Debra Crawford (GA) Phone: 26644 & 27243 Bldg/Rm: 166/7

Description of Contract **This US Department of Justice grant funding in the amount of \$350,000 provides for a range of safe exchanges and supervised visitation services to families involved in domestic relations court. The grant period is from October 1, 2002 through September 30, 2004.**

RENEWAL: <input type="checkbox"/>	PREVIOUS CONTRACT #(S):
REP/BID: <u>N/A</u>	RFP/BID DATE:
EXEMPTION:	EXEMPTION EXPIRATION
#/DATE:	DATE:
CONTRACTOR IS: <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> ESB <input type="checkbox"/> QRF <input checked="" type="checkbox"/> N/A <input type="checkbox"/> NONE (Check all boxes that apply)	

Contractor Office of Justice Programs	Remittance Address
Address 810 Seventh Street, NW, 5th Floor	(If different)
Washington, DC 20531	
Attn: OJP Control Desk	
Phone 800.458.0786	Payment Schedule / Terms
Employer ID# or SS#	<input type="checkbox"/> Lump Sum \$ <input type="checkbox"/> Due on Receipt
Effective Date October 1, 2002	<input type="checkbox"/> Monthly \$ <u>Invoice</u> <input checked="" type="checkbox"/> Net 30
Termination Date September 30, 2004	<input type="checkbox"/> Other \$ <input type="checkbox"/> Other
Original Contract Amount \$ 350,000	
Total Amt of Previous Amendments \$ 0	<input checked="" type="checkbox"/> Requirements \$
Amount of Amendment \$ 0	
Total Amount of Agreement \$ 350,000	Encumber <input type="checkbox"/> Yes <input type="checkbox"/> No

REQUIRED SIGNATURES

Department Manager J. Bell, Jr. DATE 11/15/02
 Purchasing Manager _____ DATE _____
 County Counsel Patrick W. Henry DATE 11/20/02
 County Chair Cecilia May DATE 12.19.02
 Sheriff _____ DATE _____
 Contract Administration _____ DATE _____

SAP CUSTOMER CODE 300015					DEPT REFERENCE				
LINE #						FM CODE	WBS	AMOUNT	INC DEC
01									
02									
03									

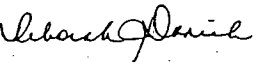
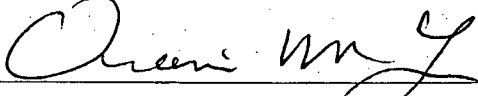


U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Violence Against
Women Office

Grant

PAGE 1 OF 4

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Multnomah County Oregon 501 SE Hawthorne, Room 600 Portland, OR 97214		4. AWARD NUMBER: 2002-CW-BX-0024	
		5. PROJECT PERIOD: FROM 10/01/2002 TO 09/30/2004 BUDGET PERIOD: FROM 10/01/2002 TO 09/30/2004	
1A. GRANTEE IRS/VENDOR NO. 936002309		6. AWARD DATE 09/30/2002	7. ACTION Initial
		8. SUPPLEMENT NUMBER	
		9. PREVIOUS AWARD AMOUNT	\$ 0
3. PROJECT TITLE Safe Havens: Supervised Visitation and Safe Exchange Grant Program		10. AMOUNT OF THIS AWARD	\$ 350,000
		11. TOTAL AWARD	\$ 350,000
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED 2 PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under 42 USC 10420			
15. METHOD OF PAYMENT LOCES			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OJP OFFICIAL Deborah J. Daniels Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Diane M. Linn County Chair	
17. SIGNATURE OF APPROVING OJP OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 10/22/02
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B CW 29 00 00 350000		21. CW02D00024	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Violence Against
Women Office

**AWARD CONTINUATION
SHEET**
Grant

PAGE 2 OF 4

PROJECT NUMBER 2002-CW-BX-0024

AWARD DATE 09/30/2002

SPECIAL CONDITIONS

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, as further described in the current edition of the OJP Financial Guide, Chapter 19.
4. The grantee agrees to comply with all relevant statutory and regulatory requirements including, but not limited to, the Violence Against Women Act of 1994, P. L. 103-322, the Violence Against Women Act of 2000, P. L. 106-386, the Safe Streets Act, 42 U.S.C 3711 et seq., and STOP Violence Against Women Formula and Discretionary Grants Program Final Rule, 28 CFR Part 90.
5. Supervised Visitation Grant Program grantees are required to develop formal affiliations with organizations that will be able to provide services and consultation to the programs in their work with children and parents. Accordingly, grantees must establish an advisory board which includes experts in the following fields: child abuse and neglect, mental health, substance abuse counseling, batterers' intervention, law enforcement, child protection services, and advocacy for victims of domestic violence and sexual assault.
6. The grantee agrees to submit for VAWO review and approval any anticipated addition of, removal of, or change in collaborating partner agencies or individuals who are signatories of the Memorandum of Understanding.
7. The grantee agrees to submit one copy of all reports and proposed publications resulting from this agreement twenty (20) days prior to public release for VAWO review and approval. Any publications (written, visual, or sound), whether published at the grantee's or government's expense, shall contain the following statements:
"This project was supported by Grant No. _____ awarded by the Violence Against Women Office, Office of Justice Programs, U.S. Department of Justice. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." (NOTE: This excludes press releases, newsletters, and issue analyses.)
8. The recipient agrees to submit quarterly financial reports on Standard Form SF 269A. These reports will be submitted within 45 days after the end of the calendar quarter, and a final report is due 120 days following the end of the award period. The reports shall be submitted to the Office of Justice Programs, Office of the Comptroller, Attn: Control Desk, Room 5303, 810 7th Street, N.W., Washington, D.C. 20531.



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Violence Against
Women Office

**AWARD CONTINUATION
SHEET**
Grant

PAGE 3 OF 4

PROJECT NUMBER 2002-CW-BX-0024

AWARD DATE 09/30/2002

SPECIAL CONDITIONS

9. (a) The grantee agrees to submit semiannual progress reports that describe project activities during the reporting period. Progress reports must be submitted within 30 days after the end of the reporting periods, which are January 1-June 30 and July 1 - December 31 for the life of the award. Future awards and fund drawdowns will be withheld if the progress reports are delinquent. The report should be submitted to the Office of Justice Programs Office of the Comptroller, Attn: Control Desk, Room 5303, 810 7th Street, NW, Washington, DC 20531.

(b) A final report, which provides a summary of progress toward achieving the goals and objectives of the award, significant results, and any products developed under the award, is due 120 days after the end of the award. Future awards and fund drawdowns may be withheld if the final report is delinquent. The report should be submitted to the Office of Justice Programs Office of the Comptroller, Attn: Control Desk, Room 5303, 810 7th Street, NW, Washington, DC 20531.

(c) The grantee shall include in each progress report that it submits to the Violence Against Women Office the cumulative number of persons that have received services through the project, detailing the nature of victimization (domestic violence, sexual assault, and/or stalking), for what kind of case the person received services, as well as the number of those persons that received services during each respective reporting period, the number of persons who were refused services and the reason for the refusal of services. Additionally, where applicable, the grantee shall detail project attorney's and/or advocate's caseload.
10. The grantee agrees to provide VAWO with the following, additional data in each progress report. VAWO is statutorily required to collect data on the number of child abuse victims served or denied services and the reason for refusal of services. Additionally, the grantee shall provide information on security or safety problems concerning persons served by the program which occurred during the reporting period and the number of cases referred by civil, criminal, and/or family courts.
11. In accordance with the Government Performance and Results Act (GPRA), Public Law 103-62, which addresses the collection and reporting of performance measurement data, and the program effectiveness initiatives of VAWO, the grantee agrees to report to VAWO, in its progress reports, information pertaining to the outcomes or benefits of grant funded activities, including increased skills, new knowledge, and changed attitudes or values. The information must be valid and auditable. The grantee also agrees to cooperate with VAWO and the National Institute of Justice on officially-sponsored initiatives to measure the effectiveness of their programs.
12. The grantee agrees to allocate \$20,000 of project funds to obtain technical assistance as directed by the Violence Against Women Office. Technical assistance includes, but is not limited to, peer-to-peer consultations, focus groups, mentoring site visits, conferences and workshops conducted by OJP-designated contractors and on-site consultation with OJP-designated contractors. The grantee, after obtaining approval, shall use allocated technical assistance funds to send project staff to at least four OJP/VAWO sponsored conferences per year.
13. Approval of this award does not indicate approval of any consultant rate in excess of \$450 per day. A detailed justification must be submitted to and approved by the Office of Justice Programs (OJP) program office prior to obligation or expenditure of such funds.
14. The grantee agrees to submit to VAWO for review and approval, written policies and procedures for case selection and termination; standards by which supervised visitation and/or safe exchanges will occur; security measures; and fees charged to individuals for use of program services.
15. The grantee agrees that grant funds will be used to support services for supervised visitation and safe visitation exchange of children by and between custodial and non-custodial parents. The grantee agrees that funds will not be used to support visitation or exchange of children in foster care, kinship care, or protective custody of courts or social service agencies.



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Violence Against
Women Office

**AWARD CONTINUATION
SHEET**
Grant

PAGE 4 OF 4

PROJECT NUMBER 2002-CW-BX-0024

AWARD DATE 09/30/2002

SPECIAL CONDITIONS

16. The grantee agrees that funds will not be used to provide offsite or overnight visitation services. Offsite visitation includes, but is not limited to, any visit or exchange between a child and a non-custodial parent that occurs outside the premises of the visitation center. Overnight visitation includes, but is not limited to any visit or exchange between a child and a non-custodial parent that occurs after or between the normal operating hours of the visitation center.
17. The grantee agrees to develop adequate security measures, including but not limited to, adequate facilities, procedures, and personnel capable of preventing violence, for the operation of supervised visitation programs or safe visitation exchange.
18. The grantee agrees that if fees are charged for use of programs or services, any fees charged must be based on the income of the individuals using the programs or services, unless otherwise provided by court order.
19. Grantee agrees to comply with the requirements of 28 C.F.R. Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.
20. The recipient agrees not to obligate, expend or drawdown funds until the Office of the Comptroller has approved the budget and the budget narrative and a Grant Adjustment Notice has been issued to remove this Special Condition.



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

**Violence Against
Women Office**

**GRANT MANAGER'S MEMORANDUM, PT. I:
PROJECT SUMMARY**

Grant

PROJECT NUMBER

2002-CW-BX-0024

PAGE 1 OF 1

This project is supported under 42 USC 10420

1. STAFF CONTACT (Name, address & telephone number)

Michelle B. Dodge
(202) 353-7345

2. PROJECT DIRECTOR (Name, address & telephone number)

Chiquita Rollins
Domestic Violence Coordinator
501 SE Hawthorne, Room 600
Portland, OR 97214
(503) 988-4112

3a. TITLE OF THE PROGRAM

Safe Havens: Supervised Visitation and Safe Exchange Grant Program

**3b. POMS CODE (SEE INSTRUCTIONS
ON REVERSE)**

4. TITLE OF PROJECT

5. NAME & ADDRESS OF GRANTEE

Multnomah County Oregon
501 SE Hawthorne, Room 600
Portland, OR 97214

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 10/01/2002 TO: 09/30/2004

8. BUDGET PERIOD

FROM: 10/01/2002 TO: 09/30/2004

9. AMOUNT OF AWARD

\$ 350,000

10. DATE OF AWARD

09/30/2002

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Safe Havens: Supervised Visitation and Safe Exchange Grant Program (Supervised Visitation Program) was authorized as a two year pilot program under the Violence Against Women Act of 2000 to increase supervised visitation and exchange options for families with a history of domestic violence, child abuse, sexual assault or stalking. Eligible applicants for the program include states, Indian tribal governments, and units of local government. By statute, projects funded under Supervised Visitation Program must demonstrate expertise in the area of family violence, provide a sliding fee scale for clients, demonstrate adequate security measures, and prescribe standards and protocols by which supervised visitation or safe exchanges will occur.

Multnomah County, in collaboration with the City of Portland and Oregon State, will use this initial Supervised Visitation grant to fund the Gateway Children's Campus, a developmentally appropriate and child friendly center for supervised visitation and safe exchanges. The facility will include three main buildings and will provide a range of social services for victims and their children. In addition, the project will fund services by community based domestic violence agencies who will provide referrals and information on safety planning, victim advocacy, and children who witness domestic violence.

CA/NCF



Office of the Comptroller
Grant Award & Financial Management Information

Post Award Instructions

June 2002



Post Award Instructions

The following is provided as a guide for the administration of awards from the Office of Justice Programs (OJP). Forms and other documents illustrating each step are attached.

- ☐ **Step 1. Review Award and Special Conditions.**
If you agree with the terms and conditions stated in the award, sign and date the award document and the last page of the Special Conditions, and return to OJP. Notify your OJP Program Office when Special Conditions have been met (refer to Step 1 attachment);

If you do not agree with the terms and conditions as written, contact your OJP Program Office.
- ☐ **Step 2. Read Guidelines.**
Read and become familiar with the "OJP Financial Guide" and related material (refer to Step 2 attachment). The Guide is available via the internet at <http://www.ojp.usdoj.gov/FinGuide/>. To order printed copies, go to <http://puborder.ncjrs.org> or call 1-800-851-3420.
- ☐ **Step 3. Complete and Return ACH Form.**
The Automated Clearing House (ACH) Vendor/Miscellaneous Payment Enrollment Form (refer to Step 3 attachment) is used to arrange direct deposit of funds into your designated bank account.
- ☐ **Step 4. Access to Payment Systems.**
The Office of Justice Programs uses two payment systems: Phone Activated Paperless System (PAPRS) and Letter of Credit Electronic Certification System (LOCES) (refer to Step 4 attachment). Current LOCES users will receive a letter confirming information on any new supplements and new grants in their LOCES account. PAPRS grantees will receive a letter containing their PIN to access the system and Grant ID information. These letters will be mailed within one week of grantee's receipt of their award package.
- ☐ **Step 5. Reporting Requirements.**
Reporting requirements must be met during the life of the grant (refer to the OJP Financial Guide for a full explanation of these requirements, special conditions and any applicable exceptions). The payment systems contain edits which will prevent access to funds if reporting requirements are not met on a timely basis. Refer to Step 5 attachments for forms, due date information, and instructions.
- ☐ **Step 6. Questions?**
A reference sheet is provided containing frequently asked questions and answers. If you have questions concerning this checklist or any financial aspect of your award, contact the Office of the Comptroller's Customer Service Center at **1-800-458-0786** or by email at askoc@ojp.usdoj.gov. Customer Service staff are available Mon-Fri from 9:00 a.m. to 6:00 p.m. (EST) to assist you.

**Office of the Comptroller
Post Award Instructions**

STEP 1 - Review Award and Special Conditions Document

Attached are sample pages of the Award and Special Conditions pages included with the OJP award.

If you agree with the terms and conditions, the authorized official should sign and date both documents as shown. You should maintain a copy and return the original signed documents to:

**Office of Justice Programs
Attn: OJP Control Desk
810 Seventh Street, NW – 5th Floor
Washington, DC 20531**

If you do not agree with the terms and conditions, contact the awarding OJP Program Office as noted in the award package.



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

☐ OJP ☒ BJA ☐ OJDP

☐ BJS ☐ NIJ ☐ OVC

CHECK APPROPRIATE BOX

AWARD

☒ GRANT

☐ COOPERATIVE AGREEMENT

PAGE 1 OF

1. GRANTEE NAME AND ADDRESS (Including Zip Code)

4. AWARD NUMBER:

5. PROJECT PERIOD: FROM TO

BUDGET PERIOD: FROM TO

1A. GRANTEE IRS/VENDOR NO.

6. AWARD DATE:

7. ACTION

☒ Initial

☐ Supplemental

2. SUBGRANTEE NAME AND ADDRESS (Including Zip Code)

8. SUPPLEMENT NUMBER

2A. SUBGRANTEE IRS/VENDOR NO.

9. PREVIOUS AWARD AMOUNT \$ 0.00

3. PROJECT TITLE

10. AMOUNT OF THIS AWARD \$

12. SPECIAL CONDITIONS (Check, if applicable)

☒ THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).

13. STATUTORY AUTHORITY FOR GRANT

☒ TITLE 1 OF THE OMNIBUS CRIME CONTROL AND SAFE STREETS ACT OF 1968
42 U.S.C. 3701, ET. SEQ., AS AMENDED

☐ TITLE 2 OF THE JUVENILE JUSTICE AND DELINQUENCY PREVENTION ACT OF 1974
42 U.S.C. 5601, ET. SEQ., AS AMENDED

☐ VICTIMS OF CRIME ACT OF 1984, 42 U.S.C. 10601, ET. SEQ., PUBLIC LAW 98-473, AS AMENDED

☐ OTHER (Specify):

14. FUTURE FISCAL YEAR(S) SUPPORT:

SECOND YEAR'S BUDGET PERIOD: N/A

AMOUNT OF FUNDS: N/A

TYPE OF FUNDS:

THIRD YEAR'S BUDGET PERIOD: N/A

AMOUNT OF FUNDS: N/A

TYPE OF FUNDS:

15. METHOD OF PAYMENT

☐ YES

☐ NO

AGENCY APPROVAL

GRANTEE ACCEPTANCE

16. TYPED NAME AND TITLE OF APPROVING OJP OFFICIAL

18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL

17. SIGNATURE OF APPROVING OFFICIAL

19. SIGNATURE OF AUTHORIZED GRANTEE

19A. DATE

If Accepted, Sign and Date Here

AGENCY USE ONLY

20. ACCOUNTING CLASSIFICATION CODES

FISCAL FUND BUD DIV.
YEAR CODE ACT. OFC. REG. SUB. POMS

21.



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

☐ OJP ☐ BJA ☐ OJDP
☐ BJS ☐ NIJ ☐ OVC

CHECK APPROPRIATE BOX

AWARD CONTINUATION
SHEET

☐ GRANT
☐ COOPERATIVE AGREEMENT

PAGE OF

PROJECT NUMBER

AWARD DATE

SPECIAL CONDITIONS

- Step 1**
1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
 2. The recipient agrees to comply with the organizational audit requirements of OMB Circular, A-133, Audits of States, Local Governments and Non-Profit organizations, as further described in the current edition of OJP's Financial Guide, Chapter 19.
 3. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 CFR Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
 4. The recipient agrees to comply with all confidentiality requirements of 42 U.S.C. section 3789g and 28 CFR Part 22 that are applicable to the collection, use, and revelation of data or information. The recipient further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 CFR Part 22 and, in particular, section 22.23.
 5. The recipient agrees to comply with the requirements of 28 CFR Part 46 regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate. In addition, if the recipient is an institution with (Department of Health and Human Services) HHS-approved assurances on file, the recipient agrees to abide by the provisions of 45 CFR Part 46, Subparts A-D.

Grantee Acceptance of Special Conditions:

If Accepted, Sign and Date Here

SIGNATURE OF AUTHORIZED OFFICIAL

DATE

* Awards filed through the on-line Grants Management System (GMS) **do not** have this requirement. If your "Special Conditions" page does not have a signature line, you **do not** need to send this page in.

**Office of the Comptroller
Post Award Instructions**

STEP 2 - Read Guidelines

Attached is a listing of OMB Circulars and Common Rules, and other important information which you will need to know for the administration of your award. The most up-to-date versions of these documents are available through the internet as noted:

To obtain the latest version of the OMB Circulars, go to <http://www.whitehouse.gov/OMB/grants/index.html>

To obtain the latest version of the Catalog of Federal Regulations (CFRs), go to
<http://www.access.gpo.gov/nara/cfr/cfr-table-search.html>

In addition, the most recent copy of the "OJP Financial Guide" (the "Guide") is available through the internet on the Office of the Comptroller website at <http://www.ojp.usdoj.gov/oc/>. New award recipients are automatically placed on a mailing list to receive future Guides and their change sets.

Up to 5 printed copies of the Guide may be ordered at no cost through:

<http://puborder.ncjrs.org>

You may also order the Guide by calling 1-800-851-3420. Select #2 for publications, then select #1 to speak to a publications specialist.

If you have questions concerning the content of the Guide, please contact:

**Office of Justice Programs
Office of the Comptroller
Customer Service Center
1-800-458-0786**

or

askoc@ojp.usdoj.gov

June 2002

OMB CIRCULARS AND COMMON RULES FOR GRANT MANAGEMENT

Administrative Requirements for all Federal award recipients are contained in Government-wide Common Rules.

OMB Circular A-110

"Uniform Administrative Requirements for Grants and Agreements With Institutions of Higher Education, Hospitals and Other Non-Profit Organizations," November 19, 1993 (codified at 28 CFR Part 70).

"Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-free Workplace (Grants)" (codified at 28 CFR Part 67)

"New Restrictions on Lobbying" (codified at 28 CFR Part 69)

Additionally, if you are a:	You are subject to the following rules:
College or University	OMB Circular A-21: "Cost Principles for Educational Institutions," revised April 26, 1996 (codified at 28 CFR Part 66, by reference).
State, Local, Indian Tribal, and U.S. Territory government	OMB Circular A-87: "Cost Principles for State, Local, and Indian Tribal Governments," revised May 4, 1995 (codified at 28 CFR Part 66, by reference).
Non-Profit Organization	OMB Circular A-122: "Cost Principles for Nonprofit Organizations," revised May 8, 1997 (codified at 28 CFR Part 66, by reference).
For-Profit Organization	48 CFR 31.2: "Contracts With Commercial Organizations"
Hospital	45 CFR 74, Appendix E: "Principles for Determining Costs Applicable to Research and Development Under Grants and Contracts with Hospitals"

To obtain the latest version of the OMB Circulars, go to <http://www.whitehouse.gov/OMB/grants/index.html>
 To obtain the latest version of the CFRs, go to <http://www.access.gpo.gov/nara/cfr/cfr-table-search.html>

Common Rules are contained in:

OMB Circular A-102

"Grants and Cooperative Agreements with State and Local Governments," revised October 7, 1994 (codified at CFR Part 66)

Audit Requirements:

OMB Circular A-133

"Audits of States, Local Governments and Nonprofit Institutions," revised June 30, 1997 (codified at CFR Part 66 & Part 70).



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, D.C. 20531

NOTICE

The **reduction of hate crime** is an important national priority. Current statutory reporting requirements categorize hate crimes as offenses motivated by a bias against a person's race, religion, sexual orientation, disability, ethnicity, or national origin. Bias-motivated crime is devastating not only because of its impact on victims but also because of its polarizing effect on communities.

Anecdotal and statistical evidence suggests that hate crime is under-reported, leading to difficulties in understanding and combating the problem. The Office of Justice Programs and its offices and bureaus and the Office of Community Oriented Policing Services want to encourage jurisdictions receiving Federal grant funds to take measures to improve hate crime reporting.

Improved reporting must be in place to determine which bias-motivated crimes are increasing or decreasing in number. Law enforcement agencies that improve their hate crime data collection can better gauge the nature of the problem and the effects of prevention efforts.

Since the Hate Crime Statistics Act of 1990 (28 USC 534) was implemented, the FBI has served as the central repository of bias-motivated crime data. The Act encourages city, county, and State law enforcement agencies to report to the Uniform Crime Reporting (UCR) program. Individual agencies or State UCR programs using personal computers for data collection and storage may submit bias-motivated crime data in hard copy form or on floppy disks. Agencies participating in the National Incident-Based Reporting System (NIBRS) are able to include the hate crime data element in their regular submission of data to the FBI without any additional processing burden.

If you have any questions, or would like more information, please feel free to contact Maryvictoria Pyne of the FBI's Criminal Justice Information Services Division (CJIS) at 304/625-4995.



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, D.C. 20531

NOTICE

Advice to grantees concerning the expenditure of federal funds for information systems

Effective crime-fighting efforts require cooperation among the components of the criminal justice system: law enforcement, courts, prosecutors, public defenders, corrections officers, and probation and parole officers. One way to foster cooperation is to enable the components to share criminal justice information across local, State and Federal information systems.

The Office of Community Oriented Policing Services (COPS), the Office of Justice Programs (OJP) and its five bureaus – The National Institute of Justice, the Bureau of Justice Statistics, the Bureau of Justice Assistance, the Office of Juvenile Justice and Delinquency Prevention, and the Office of Victims of Crime – assist State and local governments through grant programs designed to foster partnerships among law enforcement and criminal justice agencies nationwide. As part of their crime-fighting missions, COPS and OJP and its bureaus recognize the need to assist State and local governments in developing capabilities for sharing criminal justice information.

As law enforcement and criminal justice agencies integrate information architectures, it is important to consider existing information-sharing standards. In support of this goal OJP and COPS encourage State and local jurisdictions and law enforcement and criminal justice agencies that receive Federal funds to implement information systems that are compatible with the National Incident-Based Reporting System (NIBRS), the National Crime Information Center (NCIC-2000), the National Instant Criminal Background Check System (NICS), and the Interstate Automated Fingerprint Identification System (IAFIS). These systems have been developed with the guidance of the FBI Criminal Justice Information Services (CJIS) Advisory Policy Board, and they provide the latest generation of crime reporting, including hate crime, and access to on-line warrants and criminal history records.

Many major grant programs authorize equipment purchases, generally including hardware and software. As a recipient of funding through COPS or OJP or one of its bureaus, you should be aware that additional information about OJP grant programs is available at OJP's Internet site:

<http://www.ojp.usdoj.gov>.

Your agency's current assistance from OJP may or may not include expenditures for information or records management systems. If you have scheduled such expenditures, for greater inter-operability we urge you to meet FBI standards contained in the criminal justice information systems previously mentioned (NIBRS, NCIC-2000, NICS and IAFIS). Examples are police records management systems, integrated law enforcement systems, court records systems, automated fingerprint identification systems, data communication networks, custom computer software for law enforcement officers, firearms background check systems, sex offender registries, and protection order registries. The attachment explains where your agency can obtain copies of the standards applicable to these systems.

When preparing your application for Federal funding during FY 2001, even for grants from Federal departments other than the Department of Justice, you are urged to seek funding for information system architectures that take into account existing FBI standards. For example, local law enforcement agencies may be eligible for reimbursement of expenses associated with the use, development, and support of information technology to reduce drug-related crime in public and Indian housing under the Housing and Urban Development program 14,854, Public and Indian Housing Drug Elimination Program.

ATTACHMENT

The requirements for compatibility with NIBRS are described in the following manuals available on the Internet at <http://www.fbi.gov/publish/nibrs/nibrs.htm>:

Uniform Crime Reporting, National Incident-Based Reporting System
Volume 1 - Data Collection Guidelines
Volume 2 - Data Submission Specifications
Volume 3 - Error Message Manual

To obtain a printed copy of these documents, call the FBI toll free at 1-888-UCR-NIBR.

Information on NCIC-2000 and related systems can be found on the FBI Internet site at <http://www.fbi.gov/library/2000/pdfinfo.htm>. Five newsletters describe NCIC-2000 and its activities.

When the agencies have met the State's standards, access to the NCIC systems will be provided to local agencies through their respective State. To obtain the standards for your State, contact the State agency where the standards reside. Please contact the FBI's System Transition Unit at (304) 625-2730 for more information on accessing NCIC systems.

The Systems Transition Unit is also the point of contact for all IAFIS questions. A list of the FBI Certified Products that support the IAFIS standards can be found at the FBI Internet site at: <http://www.fbi.gov/programs/iafis/cert.htm>.

Information about Department of Justice funding assistance that can potentially be used for information systems is also available on the Internet at: <http://www.ojp.usdoj.gov/> (click on "Publications," "Funding Opportunities," or "What's New" for information on "Guidelines, Solicitations, and Application Kits"). For more information, call the Department of Justice Response Center at 1-800-421-6770. Within the Washington, D.C. area, call (202) 307-1480.

**Office of the Comptroller
Post Award Instructions**

STEP 3 - Complete and Return ACH Form

In accordance with the Debt Collection Improvement Act of 1996, payments by the Office of Justice Programs, Office of the Comptroller, are electronically deposited to recipient accounts by the U. S. Treasury through the Automated Clearing House (ACH).

The attached Automated Clearing House (ACH) form is used to establish Direct Deposit with the preferred financial institution used by your organization.

If you have accepted the terms and conditions specified in your award, the attached ACH form must be completed by the preferred financial institution used by your organization. Have the financial institution send the **ORIGINAL** of the ACH Form to:

**Office of Justice Programs
Office of the Comptroller
Attn: Control Desk – ACH
810 Seventh Street, NW – 5th Floor
Washington, DC 20531**

The original ACH Form submitted to OJP must bear the **ORIGINAL** signature of the Financial Institution Authorized Official on the last box of the form.

The ACH form must be received prior to drawdown or request for funds.

The form and instructions are available on the internet at <http://www.ojp.usdoj.gov/forms.htm>.

Note: If your ACH form is current and on file with OJP, it is not necessary to resubmit another ACH form.

June 2002

**ACH VENDOR/MISCELLANEOUS PAYMENT
ENROLLMENT FORM**

OMB No. 1510-0056

This form is used for Automated Clearing House (ACH) payments with an addendum record that contains payment-related information processed through the Vendor Express Program. Recipients of these payments should bring this information to the attention of their financial institution when presenting this for for completion.

PRIVACY ACT STATEMENT

The following information is provided to comply with the Privacy Act of 1974 (P.L. 93-579). All information collected on this form is required under the provisions of 31 U.S.C. 3322 and 31 CFR 210. This information will be used by the Treasury Department to transmit payment data, by electronic means to vendor's financial institution. Failure to provide the requested information may delay or prevent the receipt of payments through the Automated Clearing House Payment System.

AGENCY INFORMATION

FEDERAL PROGRAM AGENCY
OFFICE OF JUSTICE PROGRAMS

OJP Grant Number/s:

AGENCY IDENTIFIER:
OJP

AGENCY LOCATION CODE (ALC):
15-04-0001

ADDRESS:
810 Seventh Street, NW Attn: Office of the Comptroller Control Desk

Washington D.C. 20531

CONTACT PERSON NAME:
Office of the Comptroller Customer Service Center

TELEPHONE NUMBER
(800) 458-0786

ADDITIONAL INFORMATION:

PAYEE/COMPANY INFORMATION

OJP Vendor Number:

NAME:

ADDRESS:

CONTACT PERSON NAME:

TELEPHONE NUMBER:
()

FINANCIAL INSTITUTION INFORMATION

NAME:

ADDRESS:

ACH COORDINATOR NAME:

TELEPHONE NUMBER:
()

NINE-DIGIT ROUTING TRANSIT NUMBER: _____

DEPOSITOR ACCOUNT TITLE:

DEPOSITOR ACCOUNT NUMBER

LOCKBOX NUMBER:

TYPE OF ACCOUNT: ☐ CHECKING ☐ SAVINGS ☐ LOCKBOX

SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL:
(Could be the same as ACH Coordinator)

TELEPHONE NUMBER:
()

**Office of the Comptroller
Post Award Instructions**

STEP 4 - Access to Payment Systems

Payments by the Office of Justice Programs, Office of the Comptroller, are electronically deposited to recipient accounts by the U. S. Treasury through the Automated Clearing House (ACH). Before you attempt to access payment systems, ACH information must be submitted. See Step 3 - Attachment for ACH instructions.

Grantees and vendors must use one of two available payment systems to request payments:

Phone Activated Paperless Request System (PAPRS): 1-800-879-4513

or

Letter of Credit Electronic System (LOCES): 1-800-838-0106

These payment systems are discussed on the following page.

PAYMENT METHODS:

There are two methods used by grantees to request their funds: (1) LOCES and (2) PAPRS.

LOCES is the Letter of Credit Electronic Certification System. LOCES is a modem connection service that allows recipients of Federal funds to use a personal computer (PC) to electronically request payment from the Office of Justice Programs. Grantees must use customized software from the Office of Justice Programs to operate the LOCES system.

Current LOCES users will receive a letter confirming any new supplements and/or new grants in their LOCES account. They will see the new grant information on their LOCES screen.

At this time, all new grantees are automatically assigned to PAPRS.

PAPRS is the Phone Activated Paperless Request System. PAPRS enables grantees to use their touch tone telephone. This system will prompt the grantee for their vendor number, PIN number and the Grant ID number.

A "PAPRS manual" is attached which explains use of the PAPRS system. All grantees who are not currently assigned to LOCES, will receive a letter containing their PIN and Grant ID information for the use of the PAPRS payment system. Grantees who have not received their PAPRS information within 30 days of award acceptance should contact the OC Customer Service Center as noted below.

Note: Important Banking Information

Regardless of the method grantees use to request funds, all funds will be electronically disbursed by the U.S. Treasury to the grantee's designated financial institution for deposit to their bank account. For this reason, grantees must insure that they complete and return the "original" ACH banking information form (entitled "ACH Vendor/ Miscellaneous Payment Enrollment Form") which is included in the Award package. The original must bear the original signature of the authorized bank official.

For further information about use of these systems or payments, contact the OC Customer Service Center at:

1-800-458-0786 or askoc@ojp.usdoj.gov



U. S. Department of Justice
Office of Justice Programs
Office of the Comptroller

Phone Activated Paperless Request System (PAPRS)

Instruction Manual

June 2002

Welcome to PAPRS.....

Through the use of a touch tone telephone, you may access funds awarded to your organization through the Office of Justice Programs (OJP). To access PAPRS, call 1-800-879-4513.

If this is your first award, you will be provided with an OJP-assigned vendor number, grant ID number, and a PIN number. To access subsequent awards, you will need a new grant ID number, but your PIN number will remain the same as the initial award. These numbers will be mailed to the contact person within your organization who is named in your grant application. If your organization does not receive these numbers within 30 days from your acceptance of the award, contact the Office of the Comptroller, Customer Service Center, at 1-800-458-0786 or askoc@ojp.usdoj.gov.

Once you have dialed PAPRS, you will hear easy-to-follow prompts as you proceed. You will have the opportunity to change information related to your request. At the end of each request for funds, PAPRS will advise you if your request has been approved for payment. If your request has not been approved, PAPRS will tell you what you will need to do to clear the record for approval. If PAPRS gives you a Reference number, it means that your request has been accepted but will require additional review before it can be approved. Please make note of any reference number given to you, as you can call back to check on the progress of any such requests.

The following is a step-by-step caller interface flow of how the system works and what information is needed during your call. Text in italics is the voice response you will hear from PAPRS. As you connect to PAPRS you will hear.....

Thank you for calling the Phone Activated Paperless Request System at the Office of Justice Programs. Please enter your vendor number.

Enter your nine digit OJP-assigned vendor number. This number may or may not be the same as your taxpayer identification number (EIN) assigned by the Internal Revenue Service.

Please enter you PIN number.

Enter the four digit PIN number which was sent to you by letter. If your combination of OJP vendor number and PIN number are correct, you will be allowed to continue.

Main Menu:

To request grant funds, press 1.

Press 1 to request a drawdown or payment of your grant funds.

To reconcile your account, press 2.

Press 2 to make an adjustment of previously drawn down funds. For example, if you have previously drawn funds against a grant in error and wish to move that drawdown of funds to the correct grant, you are able to do that on line.

If you choose option 1 from Main Menu: Request Funds

Please enter your grant I.D.

Enter the unique six digit number assigned to the grant you wish to access now.

* * * * *

Sub-Menu Option 1: Press 1 if you are requesting funds for a future period of time.

To request an advance of funds from one of your accounts, press 1.

If you wish to request reimbursement for your expenses, press 2.

To return to the main menu, press the star key ().*

Please enter the dates covered by this expense claim.

To enter October 2, 2001, you would enter 10022001.

Please enter the beginning date now.

Enter the begin date for an advance of funds. Note that the date entered for an "advance" must be greater than today's date.

You entered (date). If this is correct, press 1. Otherwise press 2 to re-enter the number.

Please enter the ending date now.

Enter the end date. Note that the end date must be greater than the "beginning date."

You entered (date). If this is correct, press 1. Otherwise press 2 to re-enter the number.

Please enter the amount you are requesting as a whole dollar amount, followed by a pound sign.

*Cents may be entered using the star sign as a decimal point. For example, twenty five thousand dollars and 50 cents would be added as
2 5 0 0 0 * 5 0 #.*

You entered (amount). If this is correct, press 1. Otherwise press 2 to re-enter the number.

*If you wish request a lower amount from this award, press 1.
To exit, press 2.*

You will then return to previous menu where you can request funds on another grant.

** * * * **

Sub-Menu Option 2: Press 2 if you are requesting reimbursement for funds which you have already expended.

Please enter the dates covered by this expense claim. To enter March 15, 2001, you would enter 03152001. Please enter the beginning date now.

You entered (date). If this is correct, press 1. Otherwise press 2 to re-enter the number.

Please enter the ending date now.

You entered (date). If this is correct, press 1. Otherwise press 2 to re-enter the number.

Please enter the amount you are requesting as a whole dollar amount, followed by a pound sign.

*Cents may be entered using the star sign as a decimal point. For example, twenty five thousand dollars and 50 cents would be added as
2 5 0 0 0 * 5 0 #.*

You entered (amount). If this is correct, press 1. Otherwise press 2 to re-enter the number.

** * * * **

The system will be performing many calculations and checks against various database files as you are entering information. If you are enrolled in the

Automated Clearing House (ACH) and your request is approved, you will hear:

Your request has been approved. Your funds will be available at your bank within 48 hours.

If you have previously received paper checks through the US Postal Service, your and your request is approved:

Your request has been approved. A check will be issued by the US Treasury and mailed to you within 48 hours.

*** Please note: the U. S. Department of Treasury has directed Federal agencies to establish electronic deposit (through ACH) for payments issued through their programs. If you are not enrolled in ACH, you may hear a message advising that funds are on "HOLD" until ACH is established to transmit your funds electronically.***

You may also hear a message that your request for funds is not approved for specific reasons, such as:

The amount you have requested is equal to the entire amount of this award. If you wish to request a lower dollar amount from this award, press 1. To exit, press 2.

Or

Your request for funds exceeds the amount currently available for this award. If you wish to re-enter a different amount, press 1. To exit, press 2.

Or

The dates you have entered overlap with previous fund requests. To exit, press 2.

Or

Your request is denied due to a HOLD. To exit, press 2.

In each instance, you will have the opportunity to exit, and to try again. If you need further information or assistance with payment issues, contact the OC Customer Service Center at 1-800-458-0786 or askoc@ojp.usdoj.gov.

If you choose option 2 from Main Menu: Reconcile your Account

For an account summary, press 1.

To reconcile an account, press 2.

To return to the main menu, press the star key.

If you wish an account summary which provides you with an available dollar amount for each of your grant accounts:

For account number (number), you have (amount). To repeat this information, press 1. To reconcile your accounts, press 2. To return to the main menu, press 3.

In order to reconcile or move previously requested drawdowns from one grant account to another, please remember that the account you wish to remove the previous drawdown from, is the account you wish to increase. The account you wish to add the previous drawdown to, is the account you wish to decrease. In effect you are increasing or decreasing the available balance of your grant accounts.

If you wish to reconcile your accounts by individually moving previous drawdowns from one grant account to another:

Please enter the dollar amount for this transaction. You have entered (amount). If this is correct, press 1. Otherwise, press 2 to re-enter the

amount.

Please enter the account number (grant number) you wish to increase by this amount.

Please enter the account number (grant number) for the account you wish to decrease by this amount.

**Office of the Comptroller
Post Award Instructions**

STEP 5 - Reporting Requirements

Reporting requirements must be met during the life of the grant. A full explanation of these requirements can be found in the OJP Financial Guide. Also check special conditions on awards for additional reporting requirements. The Payment Systems (See Step 4) will not permit access to funds if financial reporting is delinquent.

Reporting information, including forms and instructions for Audit Report, Categorical Progress Report, and Financial Status Report are attached. These blank forms may be copied and used to fulfill reporting requirements.

Blank forms may be obtained through our website at <http://www.ojp.usdoj.gov/forms.htm>.

Submit all reports to:

Office of Justice Programs
Office of the Comptroller
Attn: Control Desk
810 Seventh Street, N. W.- 5th Floor
Washington, DC 20531

FAX: 202-616-5962
Alternate FAX: 202-353-8475

Single Audit Report

A special condition is included with your award which details reporting requirements for the audit reports. Please review and comply with that special condition. There is no form for submission of audit reports. A transmittal letter is needed. Information concerning the letter and rules concerning single audits may be found in the OJP Financial Guide under PART III, Post Award Requirements, Chapter 19: Audit Requirements and in the OMB Circular No. A-133, Audits of States, Local Governments, and Non-Profit Organizations.

Categorical Assistance Progress Report Form (OJP Form 4587/1):

Program Offices require submission of progress report information using this form. The reports are due semi-annually, except for reports from BJA's RISS grantees. Reports for RISS grantees are due quarterly. Reports should be sent to the Control Desk (See previous page for address).

Reporting Period:

Jan 1 through Jun 30

Jul 1 through Dec 31

Due not later than:

Jul 30

Jan 30

*****Effective June 30, 2002, delinquent submission of progress reports will result in withholding of payment, new awards and grant adjustments.**

Financial Status Report (SF 269A):

This form (also called FSR) is used to track actual expenditures and unliquidated obligations. The 269s are to be filed quarterly, and are due within 45 days after the calendar quarter ends. Grantees are encouraged to submit their 269s as soon as the quarter ends to avoid delays in processing and access to grant funds. Reports should be sent to the Control Desk at the address listed on the previous page.

Reporting Quarter:

Jan 1 through Mar 31

Apr 1 through Jun 30

Jul 1 through Sep 30

Oct 1 through Dec 31

Due not later than:

May 15

Aug 14

Nov 14

Feb 14

***** Delinquent submission of the Financial Status reports may result in payment denial.**

Close Out Procedure

Within 120 days after the end date of the award or any approved extension thereof (revised end date) the following documents must be submitted to the Control Desk.

- **Final Financial Status Report (SF269).** This FINAL report of expenditures must be marked FINAL, must have no unliquidated obligations and must indicate the exact balance of unobligated funds. Any unobligated/unexpended funds will be deobligated from the award amount.
- **Final Progress Report.** This report should be marked FINAL and prepared in accordance with the instructions provided by your program manager.

June 2002

How To Complete The SF 269

1. This box is usually preprinted with:
U.S. Dept. of Justice
Office of Justice Programs.

2. This is the award number assigned to you by OJP.
Example: 1999-FF-MM-1111

This box is preprinted and does not need to be filled out by the recipient.

3. This is the current address of the recipient of the award.

6. "Yes" should be selected when you have expended all funds including match contribution related to the grant, all program activity has ended, and all obligations paid. "No" should be selected if this is not your Final Report.

4. Enter grant recipient's vendor number. This can be located on the award document. *Vendor numbers are assigned by OJP and are not always the same as your Tax ID Number.

7. **Accrual**- Expenses are recorded when the obligation to pay is established, based on the recipients accounting system.

Cash- Expenses are recorded as they are paid.

5. This is a number assigned by YOUR agency for tracking purposes. If you do not have a number, leave this box blank.

9. These are the dates that this SF 269 report is covering. Since the SF 269 is a quarterly report you have four options:
Quarter 1- Jan 1 thru Mar 31
Quarter 2- Apr 1 thru Jun 30
Quarter 3- Jul 1 thru Sep 30
Quarter 4- Oct 1 thru Dec 31
If you have failed to report previous quarters you may combine them into one report. The final report is due 120 days after the end date of the award.

8. Include the beginning and the ending date of your grant. If you have received a supplement or extension the end date should reflect the supplement or extension.

11. This section only applies to recipients who have an approved indirect cost rate as part of the approved award budget. If you have been approved refer to your "Negotiated Agreement" for the indirect cost rate.

10. See Page 2 of These Instructions.

1. Federal Agency and Organization Element to which Report is submitted: U.S. Dept. of Justice Programs		2. Federal Grant or Other Identifying Number Assigned by Federal Agency.		OMB Approval No. 0348-0039	Page of pages
3. Recipient Organization (Name and Complete address, including ZIP Code)					
4. Employer Identification Number	5. Recipient Account Number or Identifying Number		6. Final Report <input type="checkbox"/> Yes <input type="checkbox"/> No		7. Basis <input type="checkbox"/> Cash <input type="checkbox"/> Accrual
8. Funding/Grant Period (See Instructions) From: (Month,Day,Year) To: (Month,Day,Year)		9. Period Covered by this Report From: (Month,Day,Year) To: (Month,Day,Year)			
10. Transactions:			I Previously Reported	II This Period	III Cumulative
a. Total Outlays					
b. Recipient Share of Outlays					
c. Federal Share of Outlays					
d. Total unliquidated obligations					
e. Recipient share of unliquidated obligations					
f. Federal share of unliquidated obligations					
g. Total Federal share (Sum of lines c and f)					
h. Total Federal Funds authorized for the funding period					
i. Unobligated balance of Federal funds (Line h minus line g)					
11. Indirect					
a. Type of Test (Place "X" in appropriate box) <input type="checkbox"/> Provisional <input type="checkbox"/> Predetermined <input type="checkbox"/> Final <input type="checkbox"/> Fixed					
Expense					
b. Rate		c. Base		d. Total Amount	
				e. Federal Share	
12. Remarks: attach any explanations deemed necessary or information requested by Federal sponsoring agency in compliance with governing legislation					
A. Block/Formula passthrough \$		C. Forfeited \$		E. Expended \$	
B. Federal Funds Subgrant \$		D. Other \$		F. Unexpended \$	
13. Certification: I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays are unliquidated obligations are for the purposes set forth in the award documents.					
typed or Printed Name and Title			Telephone (Area code number and extension)		
Signature of Authorized Certifying Official			Date Report Submitted		

**** Important Notice ****

Please **SIGN** and **DATE** your SF 269.

11 A thru E Line 11 A is self-explanatory. Line 11 B is the indirect cost rate in effect during this current reporting period. Line 11 C is the amount of the base against which the cost rate is applied. Line 11 D is the total amount of indirect costs charged during this current reporting period. Line 11 E is the Federal Government share of the amount reported on line 11 D. Note: If more than one rate was in effect during this report period, attach a schedule showing all applicable rates and amounts for line 11 B through E.

12C thru F. Are applicable for Recipients who generate program income. (C+D-E=F) (12A and B See Page 2)



How To Complete the SF 269-- Box 10

Previously Reported- This column refers to the quarter most recently reported prior to the current quarter. If no quarter has ever been reported, indicate this with zeros.

This Period- This column refers to the current reporting quarter.

Cumulative- This column refers to a combination of all previously reported quarters as well as the current quarter.

7. Recipients who are using a "Cash" Accounting system should complete boxes a,b,c, g, h, and i. A Grant Recipient using an "Accrual" Accounting system should complete boxes a, b, c, d, e, f, g, h, And i.

a. Total Outlays- Refers to the sum of the Federal and Recipient share of the project costs.

b. Recipient Share of Outlays- Refers to the total amount of money the recipient has spent toward the project, if any.

c. Federal Share- Refers to the total amount of Federal grant money spent toward the project.

12a and b. Refer to formula awards with required passthrough and subgrants.

1. Federal Agency and Organization Element to which Report is submitted: U.S. Dept. of Justice Programs		2. Federal Grant or Other Identifying Number Assigned by Federal Agency.		OMB Approval No. 0348-0039		Page of pages	
3. Recipient Organization (Name and Complete address, including ZIP Code)							
4. Employer Identification Number		5. Recipient Account Number or Identifying Number		6. Final Report <input type="checkbox"/> Yes <input type="checkbox"/> No		7. Basis <input type="checkbox"/> Cash <input type="checkbox"/> Accrual	
8. Funding/Grant Period(See Instructions) From: (Month,Day,Year) To: (Month,Day,Year)		9. Period Covered by this Report From:(Month,Day,Year) To:(Month,Day,Year)					
10. Transactions:				I Previously Reported		II This Period	
a. Total Outlays							
b. Recipient Share of Outlays							
c. Federal Share of Outlays							
d. Total unliquidated obligations							
e. Recipient share of unliquidated obligations							
f. Federal share of unliquidated obligations							
g. Total Federal share (Sum of lines c and f)							
h. Total Federal Funds authorized for the funding period							
i. Unobligated balance of Federal funds (Line h minus line g)							
11. Indirect Expense							
a. Type of Rate(Place "X" in appropriate box) <input type="checkbox"/> Provisional <input type="checkbox"/> Predetermined <input type="checkbox"/> Final <input type="checkbox"/> Fixed							
b. Rate		c. Base		d. Total Amount		e. Federal Share	
12. Remarks: attach any explanations deemed necessary or information requested by Federal sponsoring agency in compliance with governing legislation							
A. Block/Formula passthrough \$		C. Forfeited \$		E. Expended \$		F. Unexpended \$	
B. Federal Funds Subgranted \$		D. Other \$					
13. Certification: I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays on unliquidated obligations are for the purposes set forth in the award documents.							
typed or Printed Name and Title				Telephone (Area code number, and extension)			
Signature of Authorized Certifying Official				Date Report Submitted			

d. Total Unliquidated Obligations- This refers to debt that has been obligated for a grant purpose but not yet paid out.
i.e.- Purchase Orders/ Vouchers.

e. Recipient Share of Unliquidated Obligations- This refers to debt that the recipient has obligated, but not yet paid out
i.e.- Purchase orders/ Vouchers.

f. Federal Share of Unliquidated Obligations- This refers to the debt that has been obligated from the grant, but not yet paid out.
i.e.- Purchase Orders/ Vouchers.

g. Total Federal Share- This figure can be obtained by taking the sum of lines c and f.

h. Total Federal Funds Authorized for this Funding Period- This refers to the Total Amount of your grant including all supplements received and accepted.

i. Unobligated Balance of Federal Funds- This figure can be obtained by subtracting line h from line g. This is the remaining balance on your grant.

Send your completed SF 269 to: Office of Justice Programs
Attn: OJP Control Desk
810 Seventh Street, NW
Washington DC 20531
Fax Number: 202-616-5962 OR 202-353-8475

(Follow instructions on the back)

Standard Form 269Z (REV 4-88)
Prescribed by OMB Circulars A-102 and A-110

**OFFICE OF JUSTICE PROGRAMS INSTRUCTIONS
FOR FINANCIAL STATUS REPORTING (SF269A)**

The quarterly Financial Status Report (FSR) is due 45 days after the end of the calendar quarter. Please be reminded that this is a report of expenditures not a request for reimbursement. To request reimbursement, use an OJP payment system*. Send the completed report to: Office of Justice Programs, Attn: Control Desk, 810 Seventh Street, NW - 5th Floor, Washington, DC 20531 or fax them to (202) 616-5962 or alternate fax #(202)353-8475. Please type or print legibly and do not change any pre-printed information. If you have already filed an FSR for the current calendar reporting quarter and need to make changes, please submit a corrected FSR and print "AMENDED" or "CORRECTED" at the top of the form.

Note: Without a current FSR on file, funds will not be disbursed.

Please ensure that you fill out every space (except Box #5) of this report, or your FSR will not be processed.

1. Pre-printed as: U.S. Dept. of Justice, Office of Justice Programs

2. Enter the OJP grant number found on your grant award document. For example, 2001-TE-CX-0000.

3. Enter current name and address of the organization that accepted the award.

4. Enter the assigned 9 digit OJP vendor number as recorded on your grant award document.

5. Enter any identifying number assigned by your organization for your internal use. If none, leave blank.

6. "Yes" should be selected when you have expended all funds (including match contribution) related to the grant, all program activity has ended, and all obligations paid. "No" should be selected if this is not your Final Report.

7. Indicate whether your accounting system uses a CASH or an ACCRUAL basis for recording transactions related to this award. For reports prepared on a CASH basis, outlays are the sum of actual cash disbursement for direct purchases of goods and services at the lowest funding level. For reports prepared on an ACCRUAL basis, outlays are the sum of actual cash disbursement at the lowest funding level. Unpaid obligations represent the amount of obligations that have been incurred at the lowest funding level but have not yet paid out.

8. Enter both the begin and end dates of the award period.

9. Enter the FROM and TO dates for the current reporting calendar quarter as listed below.

Reporting Quarter	Reports Due Not Later than
Jan 1 through Mar 31	May 15
Apr 1 through Jun 30	Aug. 14
Jul 1 through Sep 30	Nov 14
Oct 1 through Dec 31	Feb 14

Note: Data for more than one calendar quarter may be rolled up into one report for the first report submitted.

10. Lines 10a, 10b, and 10c refer to your cash outlays including the value of in-kind match contributions for this award at the lowest funding level (i.e., monies you have spent). Column I is the cumulative total of expenditures for the prior reported calendar quarter. If you wish to correct previously reported quarterly totals, enter the corrected amounts in this column. Column II is for the current reporting calendar quarter outlays. Column III is for the result when adding across the amounts reported in Columns I and II. The total of lines 10b and 10c should equal the amount reported on line 10a for each column.

Lines 10d, 10e, and 10f should only be completed if you indicated in **Box 7** that you are on an accrual basis of accounting. Lines 10d, 10e, and 10f refer to the amount of unpaid obligations or accounts payable you have incurred. Items such as payroll (which has been earned, but not yet paid) is an example of an accrued expense.

Line 10d is the total of your unpaid obligations to date.

Line 10e is your share of these unpaid obligations. Line 10f is the Federal share of unpaid obligations. The total of lines 10e and 10f should equal the amount on line 10d.

Line 10g is the total Federal share of your cash outlays and unpaid obligations regardless of whether you have received reimbursement. It will be the total of Column III, Lines 10c and 10f. Line 10h is the total amount of your award. Change this amount only if you have received a supplemental award. Line 10i is the amount of your total award which has not either been expended through a cash outlay or encumbered by an unpaid obligation. It is the difference between Column III, Lines 10h minus 10g equals Line 10i.

11. Please refer to your award documents to complete this section. This section will only be completed if you have a Negotiated Indirect Cost Rate with your cognizant agency.

Line 11a Indicate the type of rate that you have. Line 11b is the indirect cost rate in effect during this current reporting period. Line 11c is the amount of the base against which the cost rate is applied. Line 11d is the total amount of indirect costs charged during this current reporting period. Line 11e is the Federal Government share of the amount reported on Line 11d.

Note: If more than one rate was in effect during this reporting period, attach a schedule showing all applicable rates amounts for Line 11b through 11e.

12. Line 12A is the cumulative amount of Federal funds your State agency has passed-through to local units of government, other specified groups or organizations as directed by the legislation of the program.

Line 12B is the cumulative amount of Federal funds subgranted including amounts subgranted to State agencies and amounts reported on Line 12A.

Line 12C is the cumulative Federal portion of forfeited assets (adjudicated to the plaintiff) to be used in this grant whether the assets were forfeited as a result of this grant or another grant.

Line 12D is the Federal portion of program income earned from other than forfeited assets. This is income from sources such as registration fees, tuition, and royalties. This amount should not be included in Box 10.

Line 12E is the cumulative amount of program income from all sources, including forfeited assets and interest earned, which have been expended by your organization. This amount should not be included in Box 10.

Line 12F is the balance of unexpended program income (12C + 12D - 12E).

13. Along with your printed name, telephone number and email address, please remember to sign and date the FSR. It will not be processed without signature.



U.S. DEPARTMENT OF JUSTICE
Office of Justice Programs
CATEGORICAL/DISCRETIONARY ASSISTANCE PROGRESS REPORT

The information provided will be used by the grantor agency to monitor grantee cash flow to ensure proper use of Federal funds. No further monies or other benefits may be paid out under this program unless this report is completed and filed as required by existing law and regulations (Uniform Administrative Requirements for Grants and Cooperative Agreements—28 CFR, Part 66, Common Rule, and OMB Circular A-110).

1. GRANTEE	2. AGENCY GRANT NUMBER	3. REPORT NO.
4. IMPLEMENTING SUBGRANTEE	5. REPORTING PERIOD (Dates) FROM: TO:	
6. SHORT TITLE OF PROJECT	7. GRANT AMOUNT	8. TYPE OF REPORT <input type="checkbox"/> REGULAR <input type="checkbox"/> FINAL REPORT <input type="checkbox"/> SPECIAL REQUEST
9. NAME AND TITLE OF PROJECT DIRECTOR	10. SIGNATURE OF PROJECT DIRECTOR	11. DATE OF REPORT

12. COMMENCE REPORT HERE *(Continue on plain paper)*

13. CERTIFICATION BY GRANTEE *(Official signature)*

14. DATE

INSTRUCTIONS FOR COMPLETING OJP CATEGORICAL/DISCRETIONARY ASSISTANCE PROGRESS REPORTS

Grantees are required to submit Progress Reports on project activities and accomplishments. It is expected that reports will include data appropriate to this stage of project development and in sufficient detail to provide a clear idea and summary of work and accomplishments to date. The following should be observed in preparation and submission of progress reports:

- a. **Due Date.** Reports are due on a semi-annual basis – 30 calendar days after June 30 and December 31 – for the life of the grant as follows:

Reporting Period:
January 1 - June 30
July 1 - December 31

Due No Later Than:
July 30
January 30

A final progress report is due 90 days following the close of the grant period or any extension thereof.

- b. **Submission.** Grantees shall submit to OJP Office of the Comptroller an original and one copy of the semi-annual progress reports and three copies of the *final* progress reports.

Reports should be mailed to:

Office of Justice Programs
Office of the Comptroller
810 7th Street, NW
Washington, DC 20531

- c. **Form and Execution.** Grantees should use OJP Form 4587/1 as a face sheet. If continuation pages are needed, plain bond paper is to be used. It should be noted that the report is to be signed by the person designated as project director on the grant application or any duly designated successor.

- d. **Reporting Requirements.** The reporting requirements noted in this section are designed to provide the grantor agency with sufficient information to monitor grant implementation and goal achievement. To support effective monitoring of the grant, progress reports must be keyed to the grant implementation plan provided in the grant application. Specifically, the report should:

1. Indicate the status of each goal which was due for completion during a previous reporting period but carried over due to implementation or other problems.
2. State the status of each goal which was scheduled to be achieved during the report.
3. State the corrective action planned to resolve implementation problems and state the effect of these problems on the remaining schedule for achieving the project remaining goals.
4. If appropriate, identify changes which are needed in the implementation plan specified in the grant application to overcome problems. Changes which alter plans and/or goals set forth in the application require prior grantor agency approval and issuance of a Grant Adjustment Notice (GAN).
5. State what technical assistance the grantor agency might provide during the next six month period to help resolve implementation problems. If technical assistance have been provided to resolve implementation problems, state the problems (or tasks) addressed and the results (or impact) of the assistance provided.
6. Based on the performance measures set forth in the grant application (implementation plan), indicate in quantitative terms the results (of the project) achieving both during the reporting period and cumulative-to-date. Explanatory and qualifying statements will be helpful here, especially if project objectives have changed.

- e. **Special Requirements.** Special reporting requirements or instructions may be prescribed for categorical projects in certain program or experimental areas to better assess the impact and comparative effectiveness of the overall categorical grant program. These will be communicated to affected grantees by the agency.

Public Reporting Burden. Paperwork Reduction Act Notice. Under the Paper Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this progress report is 120 minutes per progress report. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write to the Office of the Assistant Attorney General, Office of Justice Programs, 810 7th Street, NW, Washington, DC 20531.

**Office of the Comptroller
Post Award Instructions**

STEP 6 - Questions?

Attached is a list of Frequently Asked Questions and Answers. Award recipients who have been awarded funds through the Office of Justice Programs may contact the Office of the Comptroller's Customer Service Center for assistance with the financial aspects of their awards at **1-800-458-0786**.

[Asistiendo a nuestros concesionarios para resolver sus problemas financieros en español.]

The Office of the Comptroller also provides **Regional Financial Management Training Seminars** throughout the country during the year. The Office of the Comptroller sponsors these Seminars in cooperation with the National Criminal Justice Association (NCJA). NCJA handles the logistical aspects of the seminars, including registration. For further information concerning the seminars, please go to <http://www.sso.org/ncja> or contact NCJA at (202) 624-1440.

Office of Justice Programs - Office of the Comptroller
FAQ SHEET - (Frequently Asked Questions)

1. What do I do with the award document?

Read the award document and special conditions right away. If you accept the terms and conditions of the award, have your designated official sign a copy of the award document and special conditions, and return them to the OJP Control Desk (See No. 7). If you do not accept the terms/conditions, contact the OJP program office noted in the award letter immediately. **NOTE: OJP will not disburse funds unless we have received these signed documents.**

5. If I have questions about my grant, who do I contact?

Program questions: Contact the program manager identified in the award letter

Financial questions: Contact the OC Customer Service Center:
 by phone: 1-800-458-0786 by FAX : (202) 353-9279
 by email: askoc@ojp.usdoj.gov by TTY : (202) 616-3867

2. Why isn't a check with the award document?

Funds are not automatically disbursed because recipients (1) must accept and meet certain conditions of the grant before funds may be paid; (2) may be subject to certain reporting requirements throughout the life of the grant; and (3) must follow Legislation and Federal grant management procedures during the life of a grant. Compliance may affect the timing or the amount of the funds made available at any time.

Checks are not sent because the U. S. Dept of Treasury has asked all Federal agencies to use electronic direct deposit for payments. Recipients of OJP awards are to submit to the Office of the Comptroller an Automated Clearing House (ACH) form, which provides routing and account information for establishment of electronic direct deposits.

6. What are my reporting responsibilities?

Upon initial award: Sign and return the award document and special conditions to confirm award acceptance. Complete and return the ACH form (SF-3881) according to instructions in award package. Follow instructions in award package to notify your program manager of your compliance with applicable special conditions.

Financial reports: Financial Status Reports (known as "SF-269A" or "FSR") are required as follows (See No. 7 for address):

<u>Reporting Quarter</u>	<u>Due Not Later Than:</u>
Jan 1-Mar 31	May 15
April 1-June 30	Aug 14
July 1-Sept 30	Nov 14
Oct 1-Dec 31	Feb 14

Program reports: Progress Reports are due as follows (See No. 7 for address):

<u>Reporting Period</u>	<u>Due Not Later Than:</u>
Jan 1-June 30	July 30
July 1-Dec 31	Jan 30

Audit reports: In accordance with the OMB Circular A-133, a single audit report may be required. A special condition is included with your award which details reporting requirements for the audit reports. Please review that special condition.

3. How do I obtain payment?

Recipients request funds ("draw down") using: (1) Phone Activated Paperless Request System (PAPRS); (2) Letter-of-Credit Electronic Certification System (LOCES) and Automated Standard Application for Payments (ASAP). With PAPRS, you use a touch-tone telephone to request funds. LOCES and ASAP require the use of a modem, PC, and specialized software.

Upon successful completion of a draw down, funds will be electronically deposited into the account designated on the ACH form. The OC Customer Service Center (see No. 5) can assist with questions concerning payments.

4. How do I get more information on Payments?

Pin number and access information concerning assignment to the PAPRS payment system is automatically mailed to the contact person named in application within 10 days of award acceptance. For further information re: LOCES, PAPRS and ASAP, contact the OC Customer Service Center (See No. 5).

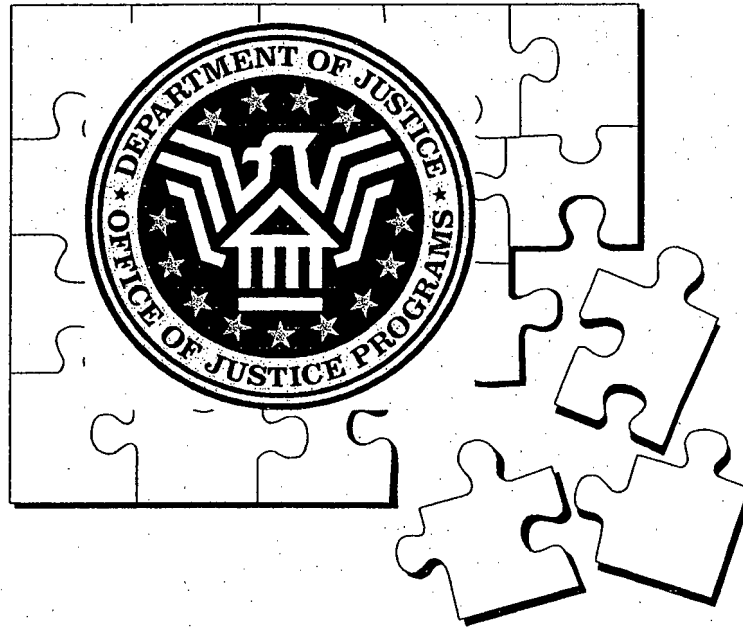
7. What is the official address for OJP?

Office of Justice Programs	Fax: 202-616-5962
Attn: Control Desk	alternate Fax: 202-353-8475
810 Seventh Street, NW	
Washington, DC 20531	



U. S. Department of Justice
Office of Justice Programs

Office of the Comptroller Customer Service Center



Making the Pieces Fit

Assists grant recipients in
resolving financial questions.

[Asistiendo a nuestros concesionarios para resolver sus problemas financieros en espanol.]

**Monday through Friday
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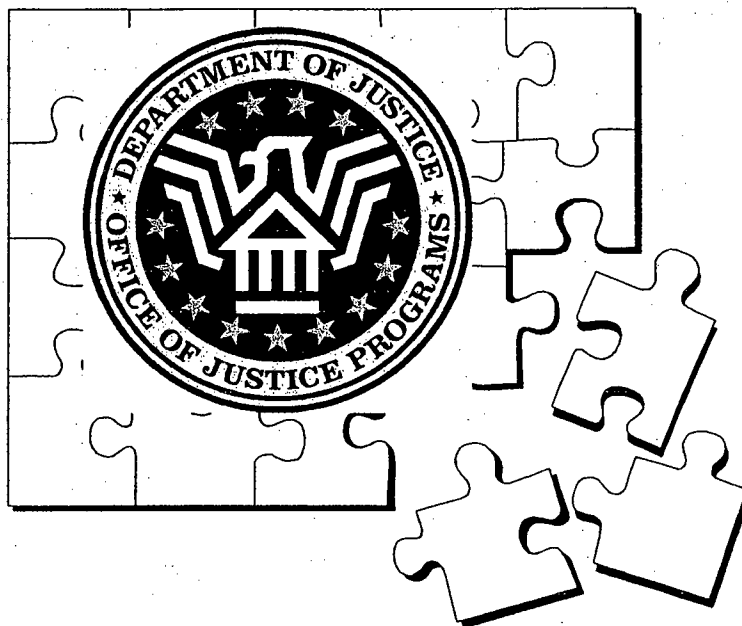
Our website address: <http://www.ojp.usdoj.gov/oc>
or e-mail us at askoc@ojp.usdoj.gov
or fax your questions to 202-353-9279

June 2002



U. S. Department of Justice
Office of Justice Programs

Oficina del Contralor Centro de Servicios a Nuestros Clientes



Arreglando las Piezas

Asistiendo a nuestros subvencionarios a
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Sobre la red: <http://www.ojp.usdoj.gov/oc>

Preguntas por e-mail: askoc@ojp.usdoj.gov

Preguntas por fax: 202-353-9279

AGENDA PLACEMENT REQUEST

Board Clerk Use Only:
Meeting Date: December 19, 2002

Bud Mod #: CHS7

Agenda Item #: R-6

Estimated Start Time: 9:35 AM

Date Submitted: 10/17/02

Requested Date: 10/03/02

Amount of Time Requested: 2 minutes

Department: County Human Services

Division: Mental Health & Addiction Svs

Contact/s: Don Carlson/Chris Yager

Phone: 988-3691

Ext.: 83764/26777 I/O Address: 166/7

Presenters: John Ball and Don Carlson

Agenda Title: Budget modification CHS7 removes City of Portland Bridgeview revenue (\$246,686). The city is contracting directly with providers.

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

Please answer all relevant questions; leave others blank. Please do not alter form.

- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

The Department of County Human Services recommends the approval of Budget Modification CHS7

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

The Department of County Human Services received notification from the city of Portland in June after the budget was adopted; that the city was contracting directly with providers. This modification brings the budget in line to reflect current agreements; no impact on services.

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

Pass through expenditures are reduced by \$246,686 and City of Portland Bridgeview Revenue decreases to 0.

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

If a budget modification, explain:

- ❖ **What revenue is being changed and why?** City of Portland Bridgeview revenue decreases by \$246,686 because the City is contracting directly with providers.
 - ❖ **What budgets are increased/decreased?** Mental Health & Addiction Services pass through expenditures decline by \$246,686
 - ❖ **What do the changes accomplish?** No impact on services
 - ❖ **Do any personnel actions result from this budget modification? Explain.**
N/A
 - ❖ **Is the revenue one-time-only in nature?** N/A
 - ❖ **If a grant, what period does the grant cover?** N/A
 - ❖ **When the grant expires, what are funding plans?**
- NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)**

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

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.

N/A

Required Sign Off (NOTE: electronic check indicates approval)

Departmental or Countywide HR ☐ (type name of approver)

_____(signature)

County Attorney ☐ (type name of approver)

_____(signature)

Department/Agency Director ☒ John Ball (type name of approver)

_____(signature)

Budget Analyst ☒ Michael D. Jaspin (type name of approver)

_____(signature)

Agenda Review Team ☐ (type name of approver) Date:

_____(signature)

BUDGET MODIFICATION CHS #7

EXPENDITURES & REVENUES

Budget Fiscal Year: 02/03

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

Ln No.	Fund Center	Fund Code	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
			Internal Order	Cost Center	WBS Element						
1	20-80	21010			OP CH PDX	50195	(246,686)	0	246,686		IG-OP-Fed thru Local
2	20-80	21010			OP CH PDX	60160	246,686	0	(246,686)		Pass Through (Bridgeview)
3											
4											
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26											
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28											
29											
									0	0	Total - Page 1
									0	0	GRAND TOTAL

BOGSTAD Deborah L

From: BELL Iris D
Sent: Wednesday, November 06, 2002 5:37 PM
To: #ALL DISTRICT 1; #ALL DISTRICT 2; #ALL DISTRICT 3; #ALL DISTRICT 4
Cc: LINN Diane M; #AGENDA REVIEW TEAM; BOGSTAD Deborah L
Subject: Removal Of Consent Item from the BCC Agenda for November 7th
Importance: High

Commissioners:

We have decided to remove Consent Item # 1 "**Budget Modification CHS_7 " Removing City of Portland Bridgeview Revenue (\$246,686) from the Department Budget"**", in order that more thorough due diligence on the policy implications involved in returning funds to the City can be explored. Once this has been done, and we have up-dated you on our findings, the Item will be placed on the November 14th Regular BCC Agenda for your consideration.

If you have any questions, please do not hesitate to contact me regarding this matter.

Iris M.D. Bell
Deputy Chief of Staff
Multnomah County Chair's Office
(503) 988-4034

11/27/2002

BOGSTAD Deborah L

From: BELL Iris D
Sent: Wednesday, December 18, 2002 4:28 PM
To: WALKER Gary R
Cc: BOGSTAD Deborah L
Subject: Move to Postpone R-6 Bridgeview Revenue
Importance: High

Hi Gary: FYI, I just finished walking the Hall on R-6 which is the Bud Mod that was going to send revenue back to the City of Portland for Mental Health and Addiction Services. As you know Commissioner Roberts was not in favor of sending the funds back. In my most recent conversation with the Chair, she too is more firmly inclined to keep the funds and work on improving our ability to respond to our customers (the City) .

Chuck had mentioned that Commissioner Roberts will make the Motion, Commissioner Natio will Second the motion.

It will be a motion to postpone indefinitely. In the meantime we will have more time to work out our internal issues and if (this is a big IF) the Department wishes to revisit this, they will need to bring it to the Board as a new item.

iris

Iris M.D. Bell
Deputy Chief of Staff
Multnomah County Chair's Office
(503) 988-4034

12/19/2002

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:
Meeting Date: December 19, 2002

Agenda Item #: R-7

Est. Start Time: 9:35 AM

Date Submitted: 11/18/02

Requested Date: December 19, 2002

Time Requested: 5 Minutes

Department: Business and Community Services

Division: Land Use & Transportation

Contact/s: John Replinger

Phone: 503-988-3588

Ext.: 83588

I/O Address: 455/203

Presenters: John Replinger

Agenda Title: Authorization to establish an Impaired Driving Victim Memorial Signing Program

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

-
1. **What action are you requesting from the Board? What is the department/agency recommendation?** Adoption of a resolution authorizing establishment of an "Impaired Driving Victim Memorial Signing Program". This would authorize a program for Multnomah County roads that is based on an existing program used by the Oregon Department of Transportation for state highways. The Division and Department recommend approval.
 2. **Please provide sufficient background information for the Board and the public to understand this issue.** Upon request of the family of a victim of an impaired driving crash and when certain requirements are met, a sign can be installed on a County road at the site of a fatality caused by an impaired driver. The sign would read: "DON'T DRINK AND DRIVE" below which is a supplemental plaque with the message "IN MEMORY OF (victim's name)." The program guidelines would parallel those used by the Oregon Department of Transportation but would apply to County roads, and urban

roads would not necessarily be excluded from consideration. Consent of the victim's family is required.

3. **Explain the fiscal impact (current year and ongoing).** There would be no significant fiscal impact. The program fees paid by the victim's family or other sponsor are intended to cover direct costs of the program.
4. **Explain any legal and/or policy issues.** There are no legal issues that have been identified in connection with this program.
5. **Explain any citizen and/or other government participation that has or will take place.** Transportation staff initiated the proposed program after being approached by a family member of a victim of a fatal crash on a County road in Gresham.

Required Signatures:

Department/Agency Director: *M. Cecilia Johnson* Date: 11/18/02

Budget Analyst

By: Date:

Dept/Countywide HR

By: Date:

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. _____

Authorizing Establishment of an Impaired Driving Victim Memorial Signing Program

The Multnomah County Board of Commissioners Finds:

- a. Fatalities caused by drivers operating vehicles while under the influence of alcohol or otherwise impaired have are known to have occurred on county roads.
- b. Public awareness of the consequences of driving while impaired may be increased by a program of signing at crash sites that is safer and more effective than informal memorials.
- c. Other agencies, notably the Oregon Department of Transportation, have established formal programs known as Impaired Driving Victim Memorial Signing Programs for their roads.

The Multnomah County Board of Commissioners Resolves:

1. An Impaired Driving Victim Memorial Signing Program is hereby established by Multnomah County for county roads.
2. Guidelines for the program are to be established by the Transportation Division as may be necessary to administer the program in a safe and efficient manner and shall generally be consistent with the existing program of the Oregon Department of Transportation.

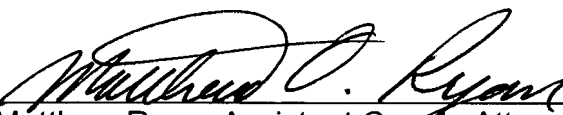
ADOPTED this 19th day of December, 2002.

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLE, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
Matthew Ryan, Assistant County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 02-158

Authorizing Establishment of an Impaired Driving Victim Memorial Signing Program

The Multnomah County Board of Commissioners Finds:

- a. Fatalities caused by drivers operating vehicles while under the influence of alcohol or otherwise impaired have are known to have occurred on county roads.
- b. Public awareness of the consequences of driving while impaired may be increased by a program of signing at crash sites that is safer and more effective than informal memorials.
- c. Other agencies, notably the Oregon Department of Transportation, have established formal programs known as Impaired Driving Victim Memorial Signing Programs for their roads.

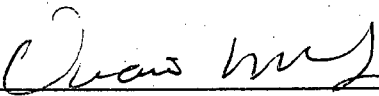
The Multnomah County Board of Commissioners Resolves:

1. An Impaired Driving Victim Memorial Signing Program is hereby established by Multnomah County for county roads.
2. Guidelines for the program are to be established by the Transportation Division as may be necessary to administer the program in a safe and efficient manner and shall generally be consistent with the existing program of the Oregon Department of Transportation.

ADOPTED this 19th day of December, 2002.



BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON


Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
Matthew Ryan, Assistant County Attorney

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:

Meeting Date: December 19, 2002

Agenda Item #: R-8

Est. Start Time: 9:40 AM

Date Submitted: 11/25/02

Requested Date: December 19, 2002

Time Requested: 10 minutes

Department: DBCS

Division: Land Use & Transportation

Contact/s: Robert Hovden, County Surveyor

Phone: (503)-988-5573 Ext.: 85573 I/O Address: 455/123

Presenters: Robert Hovden

Agenda Title: Hearing to Consider Legalization of Butler Road from the Southerly Southeast Corner of the Benjamin Thomas DLC No. 72 (Road Angle 46 of County Road No. 588 - Intersection with SW Binford Way), Easterly Approximately 1.5 Miles to SE Regner Road as County Road No. 5018

(NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.

- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

Approve Order legalizing Butler Road in its as traveled location and as per survey by Multnomah County Surveyor recorded as Survey No. 58363, Multnomah County Survey Records.

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

Butler Road was established as County Road No. 588 in 1893, and maintenance and improvements have changed its location over the years. In June 2000, consistent with ORS 368.201 to 368.221, the Board of Commissioners initiated proceedings for legalizing Butler Road in its traveled location and directed the County Surveyor to survey

the road. The road has been surveyed and as per Order No. 02-139, the Board of Commissioners has set December 19, 2002 for a public hearing to consider if Butler Road should be legalized in its traveled location.

The County Engineer has written a report requesting that the Board of County Commissioners approve an Order legalizing as it is now traveled and surveyed (See attached Exhibit "A"), as required by ORS 368.206(1)(b).

Notice of the proceedings for this legalization has been served by certified mail to owners of abutting land and by posting (See attached Exhibit "B"), as required by ORS 368.206(1)(c).

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

The Transportation Division pays for the cost of this legalization, from existing Road Funds.

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

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**
- ❖ **Do any personnel actions result from this budget modification? Explain.**
- ❖ **Is the revenue one-time-only in nature?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**

- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

4. Explain any legal and/or policy issues.

This legalization is consistent with the requirements of ORS 368.201 to 368.221.

We are asking the Agenda Review Team for a time frame exemption, due to legal requirements for providing notice of the public hearing (certified mail within 30 days and posting within 20 days of the hearing).

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

Adjacent property owners were notified by certified mail and by posting along the roadway of the December 19th public hearing. They have an opportunity to comment on the proposed legalization, either in writing or by attending the public hearing. Robert Hovden, County Surveyor, will answer questions of any adjacent property owner in person or by telephone.

Required Signatures:

Department/Agency Director: *M. Cecilia Johnson* **Date:** 11/25/02

Budget Analyst

By: **Date:**

Dept/Countywide HR

By: **Date:**



Dept. of Business and Community Services
MULTNOMAH COUNTY OREGON

Land Use and Transportation Program
1600 SE 190th Avenue
Portland, Oregon 97233-5910
(503) 988-5050

EXHIBIT "A"

November 18, 2002

Board of County Commissioners
Multnomah Building
501 SE Hawthorne Boulevard
Portland OR 97214

RE: County Engineer's Report for Legalization of Butler Road No. 5018

Dear Commissioners:

The Department of Business and Community Services' Transportation Division has completed preliminary proceedings for legalization of Butler Road. The existing road as traveled and used for more than ten years does not conform to the location of the road as described in the County Road Records. Butler Road was first established in 1893 as County Road No. 588. Maintenance and improvements have changed its location over the years.

A field survey of the current road location has been completed and the final map and description has been prepared. The Division has sent a map to abutting property owners along the road showing their property in relationship to the current road location.

We have set the right of way at the standard width for a county road at the time that this road was originally established (60 feet wide, 30 feet each side of centerline), except for an area on the north side near Regner Road. In this area, a portion of a concrete retaining wall along the South lines of Lots 21 through 25, FAIRWAY HEIGHTS is less than 30 from centerline. The proposed right of way in this area was narrowed slightly so that the retaining wall is not within the proposed right of way. Except for the retaining wall, no structures are within the proposed right-of-way except for fences and gates, for which permits will be issued, allowing them to remain if they pose no hazard or obstruction to road operations.

Written notice of the proceedings for legalization have been sent to all the property owners by certified mail and have been posted along Butler Road, as required by ORS 368.206 (B)(c).

I am requesting that the Board of County Commissioners approve an Order legalizing Butler Road as it is now traveled and shown in its true location on the final survey map.

Sincerely,



Harold Lasley, P.E.
Transportation Director/County Engineer

EXHIBIT "B"

In the matter of the legalization)
Butler Road, No. 5018)
_____)

AFFIDAVIT OF
ROBERT A. HOVDEN RELATING
TO NOTICE PROCEDURE PURSUANT
TO ORS 368.421

1) I, Robert A. Hovden, P.L.S., do hereby state that I am the County Surveyor for
Multnomah County, Oregon.

2) I certify that notice was served of the public hearing on the legalization of Butler Road,
County Road No. 5018, to the following persons or agencies:

Renee Zirbees METRO OGC; William D & Kathleen Conway; James E. & Joyce R.
Ritter; Kingdom A & Helen Alexander; Richard G. & Jeanne M. Auburn; Gregory A &
Nancy C. Horst; Ralph W. & Janeen M. House; James W. & Kelly L. Kramer; Jon B &
Theresa A Miller; Carol J. Walker Pers Rep; Glen W. & Connie Bryan; Dennis R. Moss;
Robert K. & Deborah L. Dixon; Harry A & Sheryl L. Schumacher; CENTENNIAL
SCHOOL DISTRICT 28JT; Tarck & Jessica K. Hur; Marlon F. & Wilma V Eakins;
Lydia Zoren; Cloyd O. & Nadean A Dutson; Karlan L. & Christine M. Hutchison; Robert
C. & Donna J. Burns; Dorothy G Bliss; METRO PARKS & GREENSPACES; Rowan C.
& Mariberth C Hollitz; TRUST DEPT U S NAT'L BK OF OR CONSV; Stanley C.
Roman; Ronald J. & Virginia M. Davidson; Kevin & Devonne E. Wolf; Ralph N &
Bessie M Clinton; Kerry T & Corinna K Jobe; William E Lally, Jr; Jacob & Monica
Posteuca; Jim A Teeny; Don & Kay M Nelson; Donald N & Joan D Gibson; CITY OF
GRESHAM

3) The notice was consistent with the requirements of ORS 368.426 and included copies of
the Notice of Public Hearing (Resolution No. 02-139) and was served by certified mail return
receipt requested, to the parties identified above in Paragraph 2.

4) I further certify that on November 22, 2002, notice was posted of the public hearing on
the legalization of Butler Road, County Road No. 5018, at the following places:

1. On PGE power pole No. D13 20A 1471 on the South Side of Butler Road just
West of the intersection with Rodlun Road near Station 19+60.

EXHIBIT "B"

- 1 2. On 4" X 4" post with a road name sign marked "SE Butler Road" and another
2 road name sign marked "SE Towle Road" on the South side of Butler Road at
3 its intersection with SE 209th Ave. (SE Towle Road) near Station 37+75.
4 3. On 4" X 4" post with a sign marked "30 MPH Curve" on the North side of
5 Butler Road near Station 74+65.
6 5) The posted notice was consistent with the requirements of ORS 368.426 and included
7 copies of the Notice of Public Hearing (Resolution No. 02-139) posted along said road in a
8 manner to facilitate reading by passersby.

Robert A. Hovden

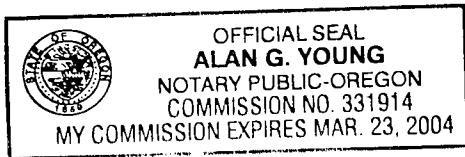
Robert A. Hovden, P.L.S., County Surveyor
Department of Business & Community Services
Multnomah County, Oregon

11 Subscribed and sworn to before me this 22nd day of November, 2002.

Alan G. Young

Notary Public for Oregon

My commission expires 3/23/2004



LEGEND

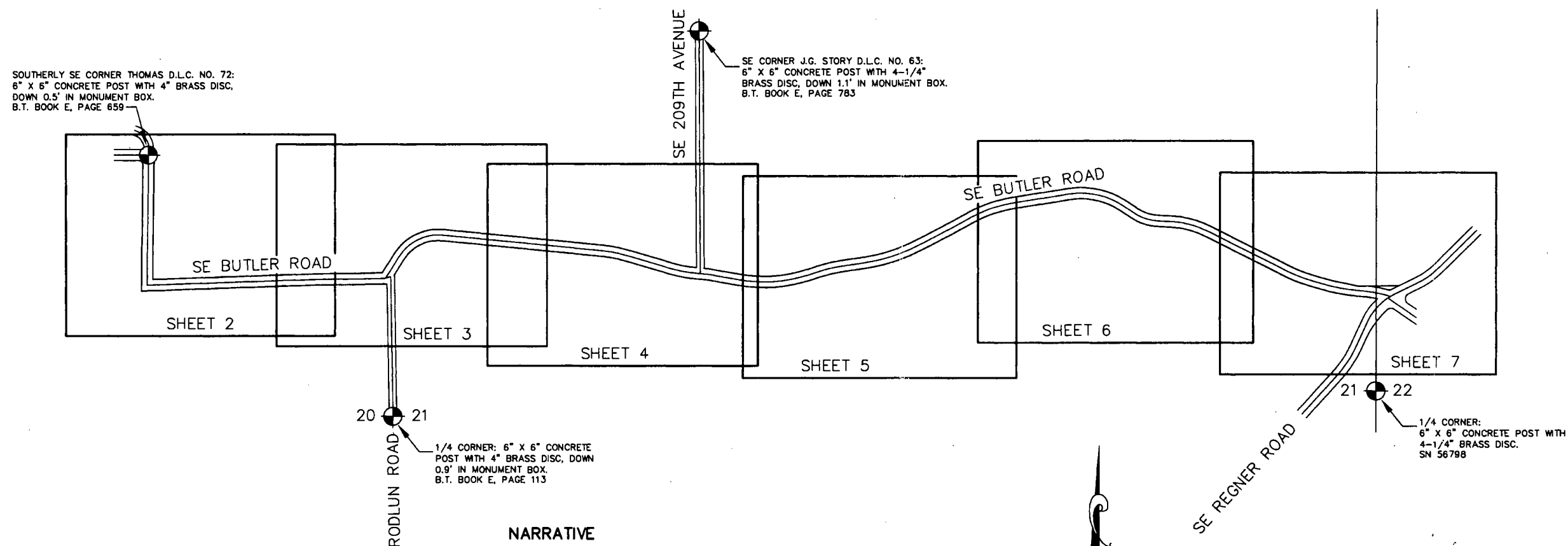
- FOUND MULTNOMAH COUNTY CONCRETE MONUMENT AS DESCRIBED.
SN SURVEY NUMBER, MULTNOMAH COUNTY SURVEY RECORDS (MCSR).
B.T. BEARING TREE
MONUMENT IDENTIFIER, SEE MONUMENT TABLES.

RECORD OF SURVEY

SE BUTLER ROAD – COUNTY ROAD NO. 5018

SOUTHERLY SE CORNER OF THE BENJAMIN THOMAS DLC NO. 72 TO SE REGNER ROAD

SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,
THE NORTH 1/2 OF SECTION 21,
AND THE NORTHWEST 1/4 OF SECTION 22,
TOWNSHIP 1 SOUTH, RANGE 3 EAST, WILLAMETTE MERIDIAN,
CITY OF GRESHAM, MULTNOMAH COUNTY, OREGON



NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO SURVEY THE AS-TRAVELED BUTLER ROAD FROM THE SOUTHERLY SOUTHEAST CORNER OF THE THOMAS DLC NO. 72 EASTERLY TO REGNER ROAD FOR A PROPOSED ROAD LEGALIZATION IN ACCORDANCE WITH ORS 368.

MONUMENT NO. 100 (SOUTHERLY SOUTHEAST CORNER OF THE THOMAS DLC NO. 72), MONUMENT NO. 173 (ROAD ANGLE 45 OF COUNTY ROAD NO. 588), AND MONUMENT NO. 172 WERE HELD FOR CENTERLINE. THE ROADWAY EASTERLY OF MONUMENT NO. 172 WAS HELD AS A BEST FIT TO THE AS-TRAVELED ROAD, EXCEPT THE ANGLE POINT NEAR THE BEGINNING OF RODLUN ROAD NO. 1089. THIS ANGLE POINT WAS HELD SO THAT IT MATCHED UP WITH SAID RODLUN ROAD AND DID NOT LEAVE ANY GAP BETWEEN THIS PROPOSED ROAD LEGALIZATION AND SAID RODLUN ROAD.

THE CENTERLINE OF RODLUN ROAD WAS HELD FROM MONUMENT NO. 113 (POINT OF BEGINNING OF ROAD NO. 1089) TO MONUMENT NO. 173 (ROAD ANGLE 1, ROAD NO. 1089) TO THE 1/4 CORNER COMMON TO SECTIONS 20 AND 21. RIGHT OF WAY LINE WAS HELD 20 FEET EACH SIDE OF SAID CENTERLINE.

THE CENTERLINE OF SE 209TH AVENUE WAS HELD FROM THE SOUTHEAST CORNER OF J.G. STOREY DLC NO. 63 TO MONUMENT NO. 173. A MONUMENT WAS SET AT THE INTERSECTION OF SAID SE 209TH AVENUE CENTERLINE AND THE CENTERLINE OF THIS PROPOSED LEGALIZATION.

REGNER ROAD WAS HELD FROM THE FOUND MONUMENTS NO. 163, 165, AND 161, PER DATA FROM ROAD NO. 1275, AS SHOWN ON SHEET 7. THE RIGHT OF WAY OF THE PROPOSED ROAD LEGALIZATION WAS HELD AS 30 FEET ON EACH SIDE OF CENTERLINE, EXCEPT WHERE AN EXISTING CONCRETE RETAINING WALL ALONG THE SOUTH LINE OF LOTS 21 THROUGH 25, FAIRWAY HEIGHTS ENCROACHES WITHIN THIS 30 FEET. IN THESE AREAS, THE RIGHT OF WAY WAS NARROWED SO THAT THE RETAINING WALL IS NOT WITHIN THE PROPOSED RIGHT OF WAY.

BEARINGS ARE GEODETIC BEARINGS BASED ON GPS OBSERVATIONS.



REGISTERED
PROFESSIONAL
LAND SURVEYOR

Robert A. Hovden

OREGON
JULY 18, 1971
ROBERT A. HOVDEN
954

RENEWAL DATE: 6/30/2003

I CERTIFY THAT THIS SURVEY WAS PREPARED
USING HP PRODUCT C1892A ON CONTINENTAL
JPC4M2 POLYESTER FILM.



MULTNOMAH COUNTY

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES
TRANSPORTATION DIVISION / COUNTY SURVEYOR'S OFFICE
1600 S.E. 190th Ave. PORTLAND, OR 97233

BUTLER ROAD, COUNTY ROAD
NO. 5018, LEGALIZATION

ROBERT A. HOVDEN, P.L.S. COUNTY SURVEYOR

Drafted: KSH Checked: SRO/RAH

Date: 10/9/2002 Scale: 1" = 400'

Sht. 1 of 8

MULTNOMAH COUNTY
SURVEY RECORDS
DATE FILED: NOVEMBER 18, 2002
58363
REGISTER NUMBER

58363

58363

SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,
THE NORTH 1/2 OF SECTION 21,
AND THE NORTHWEST 1/4 OF SECTION 22,
TOWNSHIP 1 SOUTH, RANGE 3 EAST, WILLAMETTE MERIDIAN,
CITY OF GRESHAM, MULTNOMAH COUNTY, OREGON

POINT NUMBER	STATION	OFFSET	MONUMENT DESCRIPTION	ORIGIN
100	0+00	0.00'	FOUND 6" X 6" CONCRETE POST WITH 4" BRASS DISC (SE CORNER THOMAS D.L.C.) DOWN 0.5' IN MONUMENT BOX.	B.T. BOOK E, PAGE 659
101	1+56.70	30.05' RT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	ARBOR CREST
102	3+72.48	29.94' RT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	ARBOR CREST NO. 2
187	6+65.53	29.92' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 57584
173	8+96.66	0.00'	FOUND BRASS SCREW WITH 3/4" BRASS WASHER MARKED "DON MARX PLS 332" SET TO REPLACE ROAD ANGLE STONE	SN 57567
103	*	*	FOUND 5/8" IRON ROD WITH YPC MARKED "DON MARX PLS 332"	SN 57584
104	*	*	FOUND 5/8" IRON ROD WITH YPC MARKED "DON MARX PLS 332"	SN 57584
105	*	*	FOUND 5/8" IRON ROD WITH YPC MARKED "DON MARX PLS 332"	SN 57584
107	8+66.41	30.17' RT.	FOUND 5/8" IRON ROD WITH YPC MARKED "REPETTO PLS"	SN 48642
108	10+36.96	30.15' RT.	FOUND 5/8" IRON ROD WITH YPC MARKED "REPETTO PLS"	SN 48642
109	12+07.81	25.24' RT.	FOUND 1/2" IRON ROD DOWN 0.2'	SN 25222
172	14+61.99	0.00'	FOUND 3/4" IRON PIPE DOWN 0.8' IN MONUMENT BOX	F.B. 567, PAGE 6

●	FOUND MONUMENT AS NOTED IN MONUMENT TABLES.
○	SET 5/8" X 30" IRON ROD WITH YPC MARKED "MULT. CO. SURVEY".
⊗	SET 5/8" X 30" IRON ROD WITH 2" ALUMINUM CAP STAMPED "MULTINOMAH COUNTY SURVEYOR".
⊕	FOUND MULTINOMAH COUNTY CONCRETE MONUMENT AS DESCRIBED.
##	MONUMENT IDENTIFIER, SEE MONUMENT TABLES.
SN	SURVEY NUMBER, MULTINOMAH COUNTY SURVEY RECORDS (MCSR).
YPC	YELLOW PLASTIC CAP.
B.T.	BEARING TREE
DOC. NO.	DOCUMENT NUMBER, MULTINOMAH COUNTY DEED RECORDS.
— — —	EDGE OF EXISTING PAVEMENT
— . —	RIGHT-OF-WAY LINE COUNTY ROAD NO. 588

I CERTIFY THAT THIS SURVEY WAS PREPARED
USING HP PRODUCT C1892A ON CONTINENTAL
JPC4M2 POLYESTER FILM.

Sht. 2 of 8

58363

58363

MONUMENT TABLE

POINT NUMBER	STATION	OFFSET	MONUMENT DESCRIPTION	ORIGIN
112	19+77.26	8.67' RT.	FOUND 5/8" IRON ROD DOWN 0.4'	ORIGIN UNKNOWN
115	19+77.58	50.16' RT.	FOUND 1/2" IRON PIPE DOWN 0.3'	F.B. 567, PAGE 7
113	19+81.76	14.90' RT.	FOUND 3/4" IRON PIPE DOWN 0.7'	F.B. P-79, PAGE 2
114	19+89.59	12.06' RT.	FOUND 3/8" IRON ROD DOWN 0.5' SET OVER A 3/4" IRON PIPE. ROAD ANGLE 42 OF C.R. NO. 588 AND P.O.B. C.R. NO. 1089.	F.B. 567, PAGE 7
111	19+97.56	41.04' RT.	FOUND 3/4" IRON PIPE FLUSH	SN 45390
170	20+03.11	21.32' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 57567
169	20+57.59	32.47' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 57567
110	20+69.45	26.41' RT.	FOUND 3/4" IRON PIPE DOWN 0.8', BENT	F.B. 601, PAGE 13
171	20+72.15	35.04' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 57567
117	23+67.50	30.52' RT.	FOUND 1/2" IRON PIPE UP 0.4', BENT	F.B. 601, PAGE 13
118	23+69.84	0.61' RT.	FOUND 1/2" IRON PIPE DOWN 0.2'	F.B. P-79, PAGE 3
119	29+82.17	33.88' LT.	FOUND 1/2" IRON PIPE FLUSH	ORIGIN UNKNOWN
121	29+86.47	29.81' LT.	FOUND 1" IRON PIPE UP 0.3'	ORIGIN UNKNOWN
120	29+88.58	28.00' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	PP NO. 1999-73
175	19+85.88	20.20' RT.	FOUND 3/4" IRON PIPE DOWN 0.5'	ORIGIN UNKNOWN
176	19+93.99	19.39' RT.	FOUND 3/4" IRON PIPE DOWN 1.5', ROAD ANGLE POINT NO. 1, C.R. 1089	C.R. 1089
174	20+04.79	36.37' RT.	FOUND 3/4" IRON PIPE DOWN 0.5'	C.R. 1089

RECORD OF SURVEY

SE BUTLER ROAD - COUNTY ROAD NO. 5018

SOUTHERLY SE CORNER OF THE BENJAMIN THOMAS DLC NO. 72 TO SE REGNER ROAD

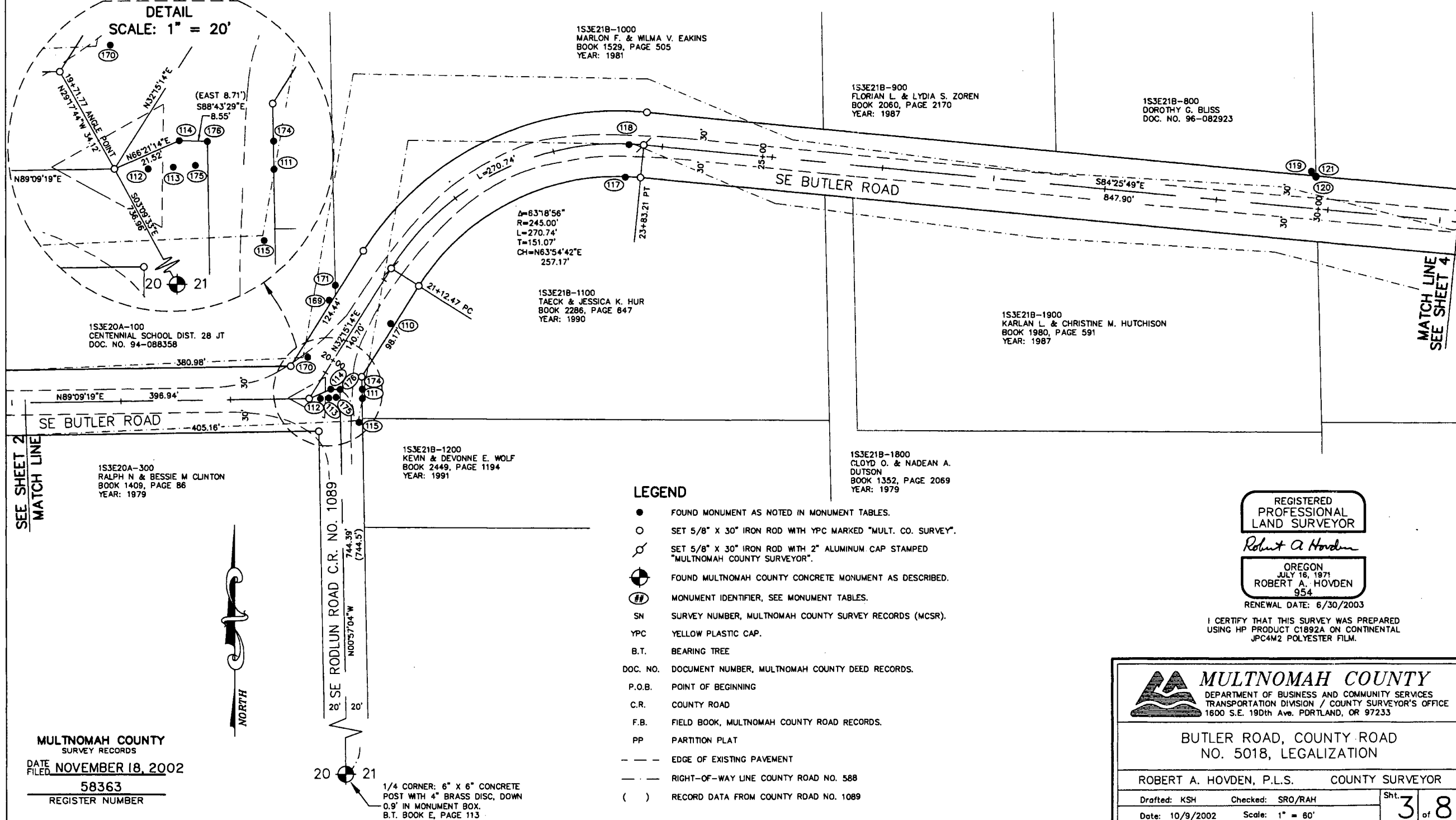
SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,

THE NORTH 1/2 OF SECTION 21,

AND THE NORTHWEST 1/4 OF SECTION 22,

TOWNSHIP 1 SOUTH, RANGE 3 EAST, WILLAMETTE MERIDIAN,

CITY OF GRESHAM, MULTNOMAH COUNTY, OREGON



58363

MONUMENT TABLE

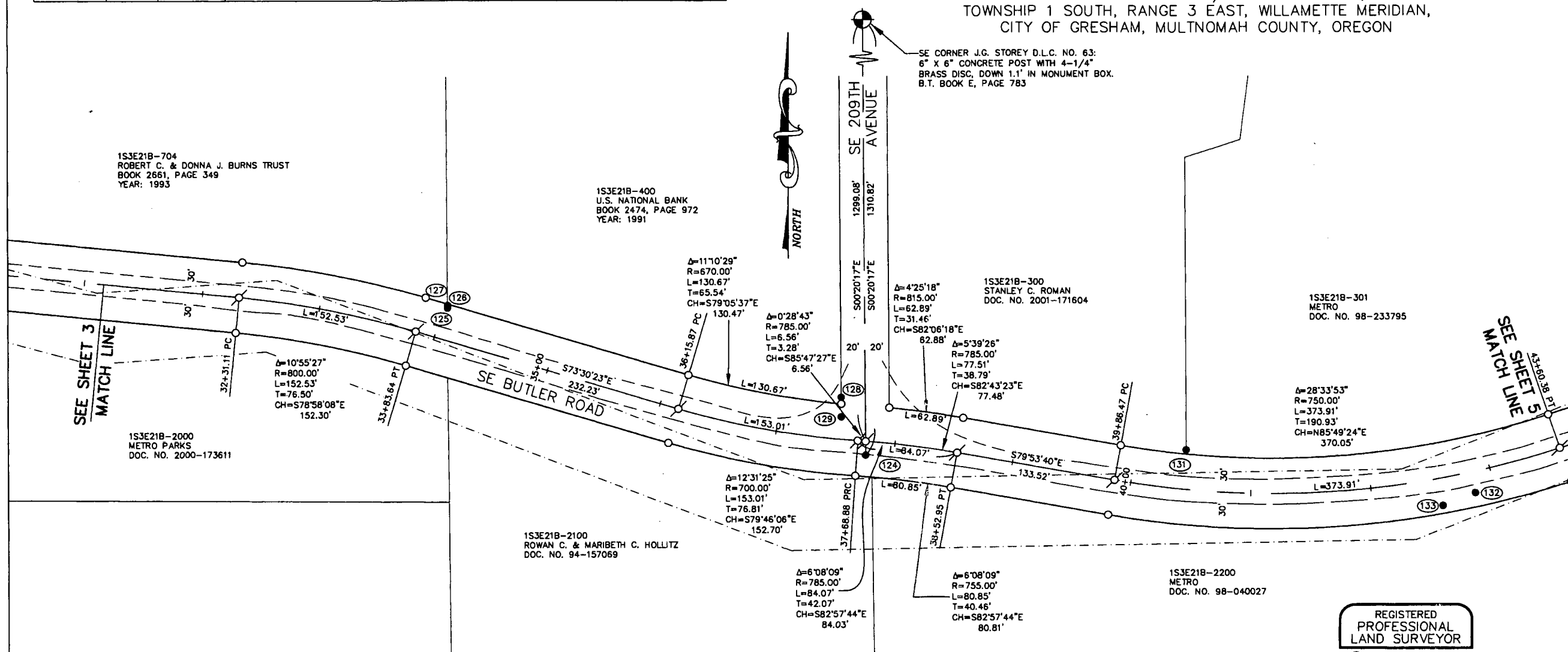
POINT NUMBER	STATION	OFFSET	MONUMENT DESCRIPTION	ORIGIN
125	34+03.82	26.63' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 52939
126	34+03.24	28.56' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 52939
127	34+03.29	28.87' LT.	FOUND 1/2" IRON PIPE UP 0.7"	UNKNOWN
128	37+52.21	31.30' LT.	FOUND 5/8" IRON ROD DOWN 0.1"	SN 52939
129	37+53.46	18.96' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." DOWN 0.1"	SN 52939
124	37+76.43	11.70' RT.	FOUND 1/2" IRON PIPE DOWN 0.9" - OLD ROAD ANGLE #33, C.R. 588	F.B. 567, PAGE 10
131	40+43.03	33.64' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." UP 0.1"	SN 53921
133	42+56.57	23.16' RT.	FOUND 1/2" IRON PIPE DOWN 0.5"	F.B. 567, PAGE 10
132	42+84.00	17.90' RT.	FOUND 1" IRON PIPE DOWN 0.7"	F.B. 567, PAGE 10

RECORD OF SURVEY

SE BUTLER ROAD - COUNTY ROAD NO. 5018

SOUTHERLY SE CORNER OF THE BENJAMIN THOMAS DLC NO. 72 TO SE REGNER ROAD

SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,
THE NORTH 1/2 OF SECTION 21,
AND THE NORTHWEST 1/4 OF SECTION 22,
TOWNSHIP 1 SOUTH, RANGE 3 EAST, WILLAMETTE MERIDIAN,
CITY OF GRESHAM, MULTNOMAH COUNTY, OREGON



LEGEND

- FOUND MONUMENT AS NOTED IN MONUMENT TABLES.
- SET 5/8" X 30" IRON ROD WITH YPC MARKED "MULT. CO. SURVEY".
- ⊙ SET 5/8" X 30" IRON ROD WITH 2" ALUMINUM CAP STAMPED "MULTNOMAH COUNTY SURVEYOR".
- ⊕ FOUND MULTNOMAH COUNTY CONCRETE MONUMENT AS DESCRIBED.
- ## MONUMENT IDENTIFIER, SEE MONUMENT TABLES.
- SN SURVEY NUMBER, MULTNOMAH COUNTY SURVEY RECORDS (MCSR).
- YPC YELLOW PLASTIC CAP.
- B.T. BEARING TREE.
- F.B. FIELD BOOK, MULTNOMAH COUNTY ROAD RECORDS.
- DOC. NO. DOCUMENT NUMBER, MULTNOMAH COUNTY DEED RECORDS.
- EDGE OF EXISTING PAVEMENT
- RIGHT-OF-WAY LINE COUNTY ROAD NO. 588

MULTNOMAH COUNTY
SURVEY RECORDS

DATE FILED NOVEMBER 18, 2002

58363

REGISTER NUMBER

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Robert A. Hovden

OREGON
JULY 16, 1971
ROBERT A. HOVDEN
954

RENEWAL DATE: 6/30/2003

I CERTIFY THAT THIS SURVEY WAS PREPARED
USING HP PRODUCT C1892A ON CONTINENTAL
JPC4M2 POLYESTER FILM.



MULTNOMAH COUNTY

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES
TRANSPORTATION DIVISION / COUNTY SURVEYOR'S OFFICE
1600 S.E. 190th Ave. PORTLAND, OR 97233

BUTLER ROAD, COUNTY ROAD
NO. 5018, LEGALIZATION

ROBERT A. HOVDEN, P.L.S. COUNTY SURVEYOR

Drafted: KSH Checked: SRO/RAH

Date: 10/9/2002 Scale: 1" = 60'

Sht. 4 of 8

58363

58363

MONUMENT TABLE

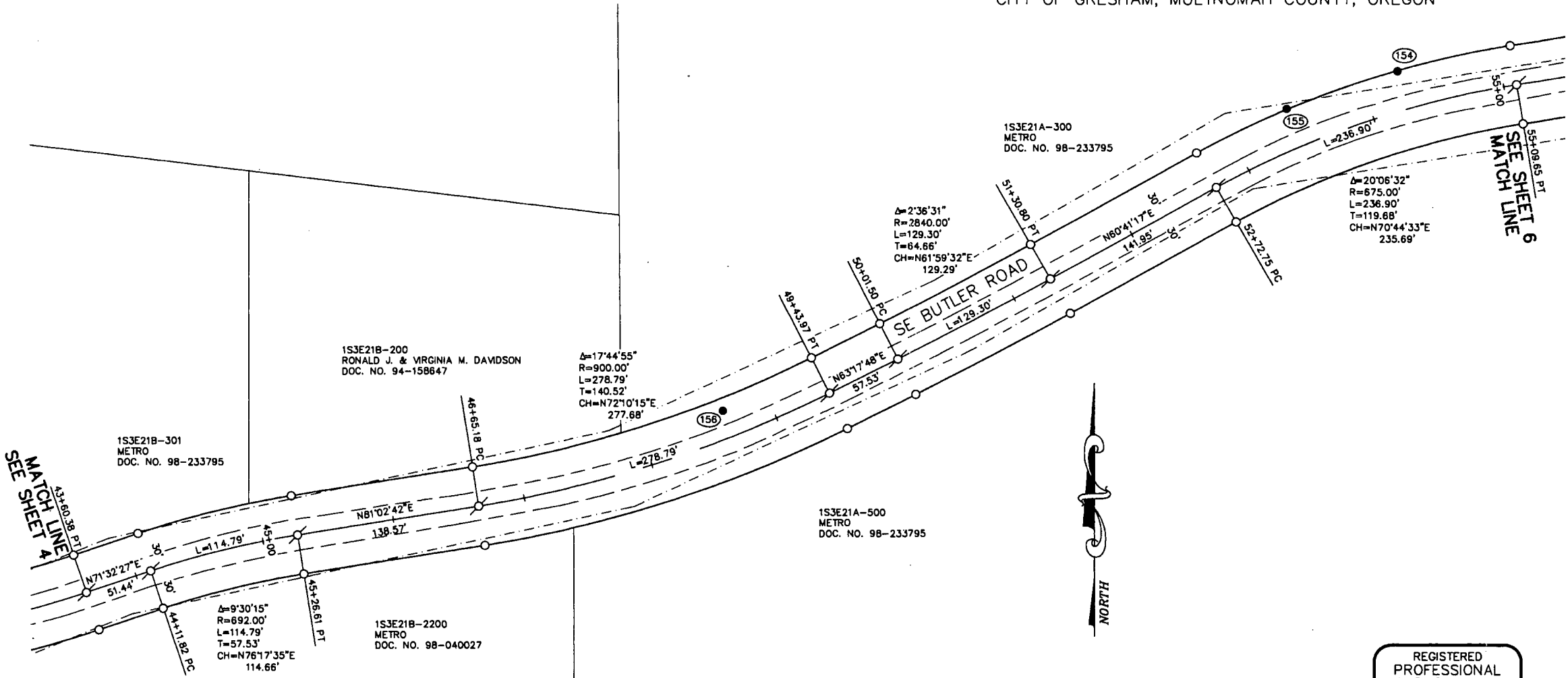
POINT NUMBER	STATION	OFFSET	MONUMENT DESCRIPTION	ORIGIN
156	48+64.74	20.63' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." FLUSH	SN 53921
155	53+44.10	30.30' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." FLUSH	SN 53921
154	54+26.89	29.52' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." DOWN 0.2'	SN 53921

RECORD OF SURVEY

SE BUTLER ROAD – COUNTY ROAD NO. 5018

SOUTHERLY SE CORNER OF THE BENJAMIN THOMAS DLC NO. 72 TO SE REGNER ROAD

SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,
THE NORTH 1/2 OF SECTION 21,
AND THE NORTHWEST 1/4 OF SECTION 22,
TOWNSHIP 1 SOUTH, RANGE 3 EAST, WILLAMETTE MERIDIAN,
CITY OF GRESHAM, MULTNOMAH COUNTY, OREGON



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- . - RIGHT-OF-WAY LINE COUNTY ROAD NO. 588

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Robert A. Hovden

OREGON
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RENEWAL DATE: 6/30/2003

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JPC4M2 POLYESTER FILM.



MULTNOMAH COUNTY

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES
TRANSPORTATION DIVISION / COUNTY SURVEYOR'S OFFICE
1800 S.E. 190th Ave. PORTLAND, OR 97233

BUTLER ROAD, COUNTY ROAD
NO. 5018, LEGALIZATION

ROBERT A. HOVDEN, P.L.S. COUNTY SURVEYOR

Drafted: KSH Checked: SRO/RAH

Date: 10/9/2002 Scale: 1" = 80'

Sht. 5 of 8

58363

58363

MONUMENT TABLE

POINT NUMBER	STATION	OFFSET	MONUMENT DESCRIPTION	ORIGIN
134	59+20.26	30.13' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." UP 0.1'	SN 53921
137	59+83.89	35.97' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." FLUSH	SN 53921
136	60+99.98	42.00' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." FLUSH	SN 53921
135	61+40.32	29.10' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "LS 2045" FLUSH	SN 54513
139	61+53.39	37.99' RT.	FOUND 5/8" IRON ROD UP 0.1'	SN 41372
140	61+65.27	21.19' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "LS 2045" DOWN 0.3'	SN 54513
138	62+57.19	20.35' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "LS 2045" UP 0.2'	SN 54513
142	63+68.11	32.95' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "LS 2045" UP 0.1'	SN 54513
143	64+86.58	34.88' LT.	FOUND 5/8" IRON ROD UP 0.1'	FAIRWAY HEIGHTS
144	65+48.74	32.52' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "LS 2045" UP 0.1'	SN 54513

RECORD OF SURVEY

SE BUTLER ROAD – COUNTY ROAD NO. 5018

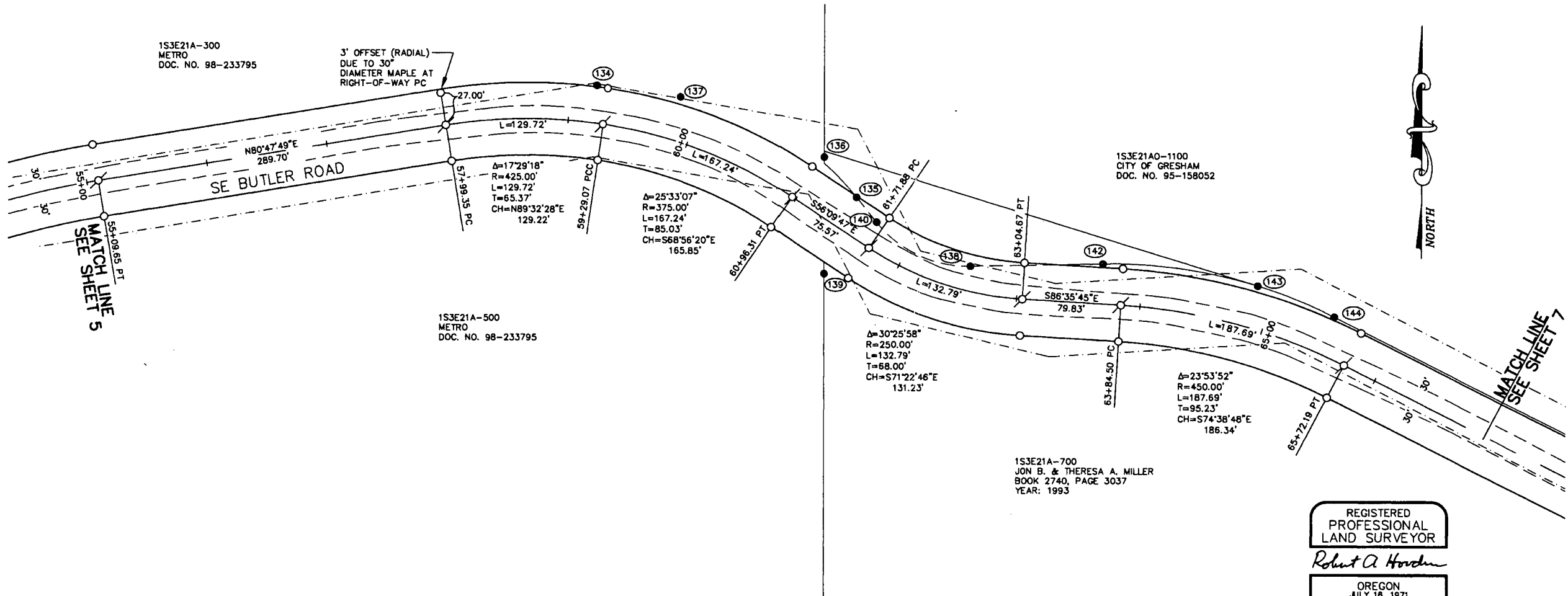
SOUTHERLY SE CORNER OF THE BENJAMIN THOMAS DLC NO. 72 TO SE REGNER ROAD

SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,

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REGISTERED
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Robert A. Hovden
OREGON
JULY 18, 1971
ROBERT A. HOVDEN
954
RENEWAL DATE: 6/30/2003

I CERTIFY THAT THIS SURVEY WAS PREPARED
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JPC4M2 POLYESTER FILM.

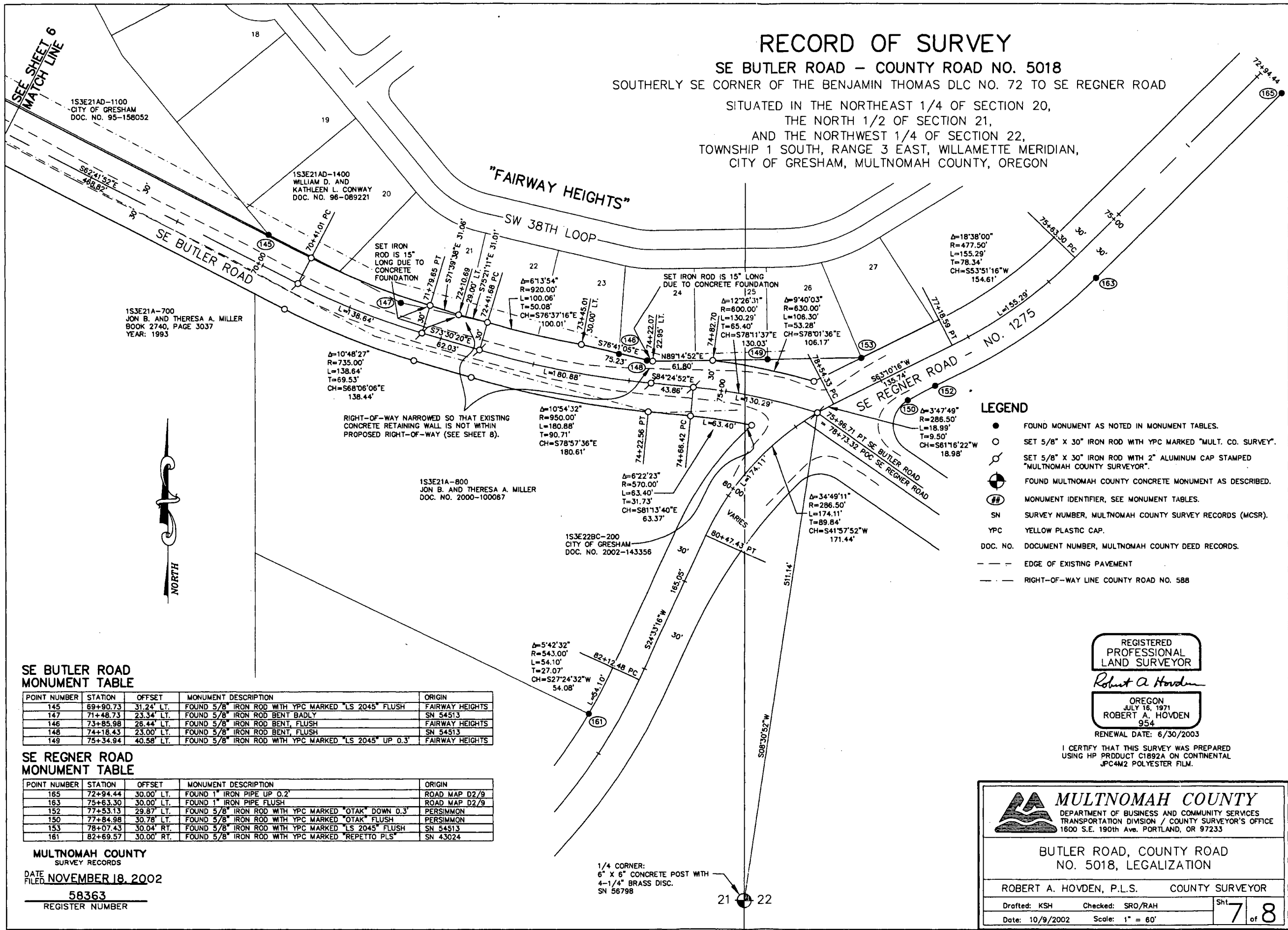
		MULTNOMAH COUNTY	
DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES TRANSPORTATION DIVISION / COUNTY SURVEYOR'S OFFICE 1600 S.E. 190th Ave. PORTLAND, OR 97233			
BUTLER ROAD, COUNTY ROAD NO. 5018, LEGALIZATION			
ROBERT A. HOVDEN, P.L.S.		COUNTY SURVEYOR	
Drafted: KSH	Checked: SRO/RAH	Sht. 6 of 8	
Date: 10/9/2002	Scale: 1" = 60'		

MULTNOMAH COUNTY
SURVEY RECORDS
DATE FILED **NOVEMBER 18, 2002**
58363
REGISTER NUMBER

58363

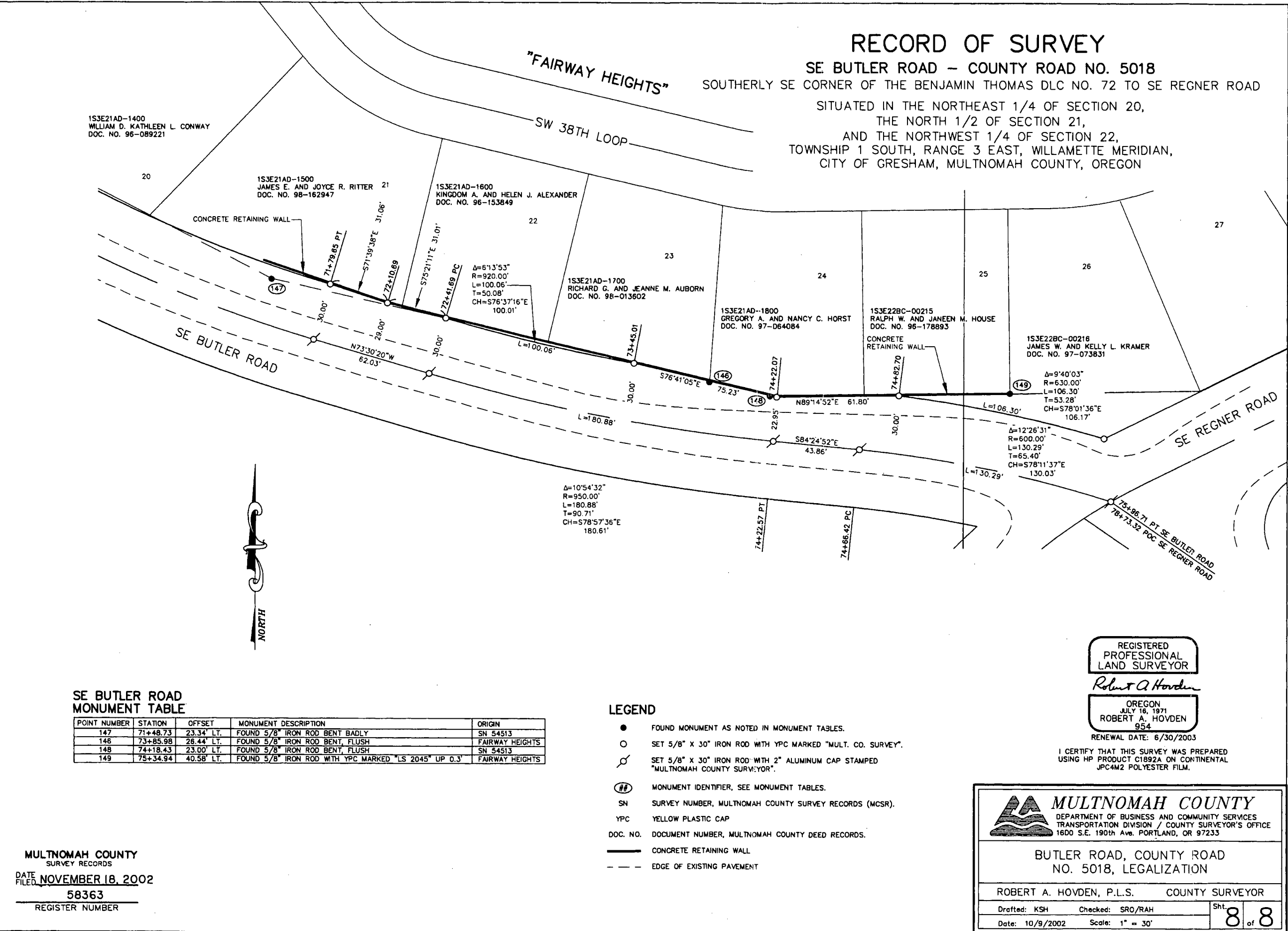
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BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDER NO. 02-159

Authorizing Legalization of Butler Road from the Southerly Southeast Corner of the Benjamin Thomas DLC No. 72 (Road Angle 46 of County Road No. 588 - Intersection with SW Binford Way), Easterly Approximately 1.5 Miles to SE Regner Road as County Road No. 5018

The Multnomah County Board of Commissioners Finds:

- a. Butler Road was established as a County Road in 1893 and maintenance and improvements have changed its location over the years.
- b. The above described portion of Butler Road is a road that has been traveled and used by the public for more than 10 years in a location that does not conform to the location of the road as described in the County Records.
- c. In June 2000, the Board initiated proceedings for legalizing Butler Road in its traveled location and directed the County Surveyor to conduct a survey of the road.
- d. The County Surveyor completed the survey of the road. The County Engineer filed a written report recommending legalization of the portion of Butler Road.
- e. By Resolution 02-139 adopted on November 7, 2002, the Board set a public hearing on December 19, 2002, to consider legalization of the portion of Butler Road.
- f. The County Surveyor provided notice of the hearing to interested parties and by posting in a manner consistent with ORS 368.401 – 368.426. No objections to the proposal or other information have been filed with the County Surveyor.
- g. The Board has determined that legalization of said portion of Butler Road is in the public interest.

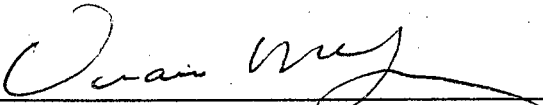
The Multnomah County Board of Commissioners Orders:

1. That portion of Butler Road from the Southerly Southeast corner of the Benjamin Thomas DLC No. 72 (road angle 46 of County Road No. 588 - Intersection with Binford Way), Easterly approximately 1.5 Miles to SE Regner Road, as more particularly described in the attached Exhibit "A" and as shown on Survey No. 58363, Multnomah County Survey Records, is legalized as County Road No. 5018 in accordance with ORS 368.201 through ORS 368.221.
2. This Order Legalizing Butler Road is to be recorded as provided under ORS368.216 (2) and ORS 368.106.

ADOPTED this 19th day of December, 2002.



BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON


Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
Matthew O. Ryan, Assistant County Attorney

EXHIBIT A

BUTLER ROAD No. 5018

A strip of land in the Northeast one-quarter of Section 20, the North one-half of Section 21, and the Northwest one-quarter of Section 22, Township 1 South, Range 3 East, Willamette Meridian, Multnomah County, Oregon, said strip of land running from the Southerly Southeast corner of the Benjamin Thomas DLC No. 72 (road angle 46 of County Road No. 588 - Intersection with SW Binford Way), Easterly to SE Regner Road, the centerline of said strip being described as follows:

Beginning at Engineer's Station 0+00, said station being a 4" brass disc in a 6" X 6" concrete post marking the Southerly Southeast corner of the Benjamin Thomas DLC No. 72 in the Northeast one-quarter of said Section 20;

Thence S00°44'33"W, a distance of 696.66 feet to Engineer's Station 6+96.66;

Thence N88°01'23"E, a distance of 878.17 feet to Engineer's Station 15+74.83;

Thence N89°09'19"E, a distance of 396.94 feet to Engineer's Station 19+71.77, from which a 4" brass disc in a 6" X 6" concrete post marking the East one-quarter corner of said Section 20 bears S03°09'33"E, a distance of 736.96 feet, also from said Engineer's Station 19+71.77, a 3/8" iron rod in a 3/4" iron pipe at point of beginning of Rodlun County Road No. 1089 bears N66°21'14"E, a distance of 21.52 feet;

Thence N32°15'14"E, a distance of 140.70 feet to Engineer's Station 21+12.47 PC;

Thence on a curve to the right, having a radius of 245.00 feet, through a central angle of 63°18'56" (long chord of which bears N63°54'42"E, a distance of 257.17 feet), an arc distance of 270.74 feet to Engineer's Station 23+83.21 PT;

Thence S84°25'49"E, a distance of 847.90 feet to Engineer's Station 32+31.11 PC;

Thence on a curve to the right, having a radius of 800.00 feet, through a central angle of 10°55'27" (long chord of which bears S78°58'06"E, a distance of 152.30 feet), an arc distance of 152.53 feet to Engineer's Station 33+83.64 PT;

Thence S73°30'23"E, a distance of 232.23 feet to Engineer's Station 36+15.87 PC;

Thence on a curve to the left, having a radius of 700.00 feet, through a central angle of 12°31'25" (long chord of which bears S79°46'06"E, a distance of 152.70 feet), an arc distance of 153.01 feet to Engineer's Station 37+68.88 PRC;

Thence on a curve to the right, having a radius of 785.00 feet, through a central angle of 6°08'09" (long chord of which bears S82°57'44"E, a distance of 84.03 feet), an arc distance of 84.07 feet to Engineer's Station 38+52.95 PT;

Thence S79°53'40"E, a distance of 133.52 feet to Engineer's Station 39+86.47 PC;

Thence on a curve to the left, having a radius of 750.00 feet, through a central angle of 28°33'53" (long chord of which bears N85°49'24"E, a distance of 370.05 feet), an arc distance of 373.91 feet to Engineer's Station 43+60.38 PT;

Thence N71°32'27"E, a distance of 51.44 feet to Engineer's Station 44+11.82 PC;

Thence on a curve to the right, having a radius of 692.00 feet, through a central angle of 9°30'15" (long chord of which bears N76°17'35"E, a distance of 114.66 feet), an arc distance of 114.79 feet to Engineer's Station 45+26.61 PT;

Thence N81°02'42"E, a distance of 138.57 feet to Engineer's Station 46+65.18 PC;

Thence on a curve to the left, having a radius of 900.00 feet, through a central angle of 17°44'55" (long chord of which bears N72°10'15"E, a distance of 277.68 feet), an arc distance of 278.79 feet to Engineer's Station 49+43.97 PT;

Thence N63°17'48"E, a distance of 57.53 feet to Engineer's Station 50+01.50 PC;

Thence on a curve to the left, having a radius of 2840.00 feet, through a central angle of 2°36'31" (long chord of which bears N61°59'32"E, a distance of 129.29 feet), an arc distance of 129.30 feet to Engineer's Station 51+30.80 PT;

Thence N60°41'17"E, a distance of 141.95 feet to Engineer's Station 52+72.75 PC;

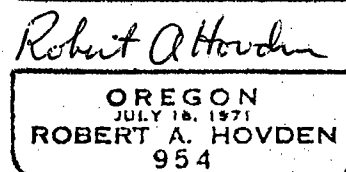
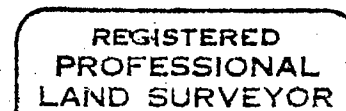
Thence on a curve to the right, having a radius of 675.00 feet, through a central angle of 20°06'32" (long chord of which bears N70°44'33"E, a distance of 235.69 feet), an arc distance of 236.90 feet to Engineer's Station 55+09.65 PT;

Thence N80°47'49"E, a distance of 289.70 feet to Engineer's Station 57+99.35 PC;
 Thence on a curve to the right, having a radius of 425.00 feet, through a central angle of 17°29'18"
 (long chord of which bears N89°32'28"E, a distance of 129.22 feet), an arc distance of 129.72 feet to
 Engineer's Station 59+29.07 PCC;
 Thence on a curve to the right, having a radius of 375.00 feet, through a central angle of 25°33'07"
 (long chord of which bears S68°46'20"E, a distance of 165.85 feet), an arc distance of 167.24 feet to
 Engineer's Station 60+96.31 PT;
 Thence S56°09'47"E, a distance of 75.57 feet to Engineer's Station 61+71.88 PC;
 Thence on a curve to the left, having a radius of 250.00 feet, through a central angle of 30°25'58"
 (long chord of which bears S71°22'46"E, a distance of 131.23 feet), an arc distance of 132.79 feet to
 Engineer's Station 63+04.67 PT;
 Thence S86°35'45"E, a distance of 79.83 feet to Engineer's Station 63+84.50 PC;
 Thence on a curve to the right, having a radius of 450.00 feet, through a central angle of 23°53'52"
 (long chord of which bears S74°38'48"E, a distance of 186.34 feet), an arc distance of 187.69 feet to
 Engineer's Station 65+72.19 PT;
 Thence S62°41'52"E, a distance of 468.82 feet to Engineer's Station 70+41.01 PC;
 Thence on a curve to the left, having a radius of 735.00 feet, through a central angle of 10°48'27"
 (long chord of which bears S68°06'06"E, a distance of 138.44 feet), an arc distance of 138.64 feet to
 Engineer's Station 71+79.65 PT;
 Thence S73°30'20"E, a distance of 62.03 feet to Engineer's Station 72+41.68 PC;
 Thence on a curve to the left, having a radius of 950.00 feet, through a central angle of 10°54'32"
 (long chord of which bears S78°57'36"E, a distance of 180.61 feet), an arc distance of 180.88 feet to
 Engineer's Station 74+22.56 PT;
 Thence S84°24'52"E, a distance of 43.86 feet to Engineer's Station 74+66.42 PC;
 Thence on a curve to the right, having a radius of 600.00 feet, through a central angle of 12°26'31"
 (long chord of which bears S78°11'37"E, a distance of 130.03 feet), an arc distance of 130.29 feet to
 Engineer's Station 75+96.71 EC which equals Station 78+73.32 POC of SE Regner Road No. 1275, from
 which the East one-quarter corner of said Section 21 bears S08°30'52"W, a distance of 511.14 feet.

The widths in feet of the strip of land above referred to are as follows:

Station	to	Station	Right side of Centerline	Left side of Centerline
0+00		71+79.65	30.00	30.00
71+79.65		72+10.69	30.00	30.00 in a straight line to 29.00
72+10.69		72+41.69	30.00	29.00 in a straight line to 30.00
72+41.69		73+45.01	30.00	30.00
73+45.01		74+22.07	30.00	30.00 in a straight line to 22.95
74+22.07		74+82.70	30.00	22.95 in a straight line to 30.00
74+82.70		75+96.71	30.00	30.00

The above description is written and based on a survey by Robert A. Hovden, Multnomah County Surveyor, recorded as Survey Number 58363, Multnomah County Survey Records, and by said reference is hereby made a part thereof.



EXP. 6-30-2003

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:
Meeting Date: December 19, 2002

Agenda Item #: R-9

Est. Start Time: 9:50 AM

Date Submitted: 11/22/02

Requested Date: December 19, 2002

Time Requested: 5 Minutes

Department: of Business and Community Services

Division: Land Use & Transportation

Contact/s: Susan Muir

Phone: 503-988-3043

Ext.: 83182

I/O Address: 455/116

Presenters: Susan Muir

Agenda Title: An Ordinance Amending County Land Use Code, Plans And Maps To Adopt Troutdale's Recent Land Use Code, Plan And Map Revisions In Compliance With Metro's Functional Plan And Declaring An Emergency

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

-
- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

Adopt the ordinance as recommended by the Troutdale Citizens Advisory Committee, the Troutdale Planning Commission and Troutdale City Council.

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

On January 31, 2002 the Board adopted Ordinance 973 (effective date March 2, 2002) adopting, in summary, the Troutdale Comprehensive Plan and zoning ordinance. The County and the City of Troutdale have been engaged in agreements enabling the City of Troutdale to provide planning services to achieve compliance with the Metro Functional Plan for those areas outside the City limits, but within the

urban growth boundary and urban service boundary of Troutdale. Since the adoption of Ordinance 973, the attached ordinance has been passed by the City Council and therefore the County must adopt them pursuant to our intergovernmental agreement to keep the code up to date. Multnomah County and the City of Troutdale entered into an Intergovernmental Agreement (IGA) to transfer land use planning responsibilities on July 1, 2002. The IGA lays out a process requiring the County to ensure that any City Council adopted amendments to the City comprehensive plan, zoning code and other regulations adopted by the County Board of Commissioners will be considered by the County Board of Commissioners at the earliest possible meeting. It also states "The County Board of Commissioners shall enact all comprehensive plan and code amendments so that they take effect on the same date specified by the City's enacting ordinance" (unless adopted by emergency). The City will have taken action on all of the above items by the hearing date of this ordinance. If the County does not adopt these amendments, the IGA will be void and the County will be required to resume responsibility for planning and zoning administration within the affected areas.

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

NA

4. Explain any legal and/or policy issues.

State law requires a notice be placed in a newspaper of general circulation 10 days prior to the BCC hearing (12/9/02). We request adoption of this ordinance by emergency to coincide with the City of Troutdale adoption date as stated in the IGA. The County Attorney's office was involved in the drafting of the original IGA and has been involved in coordinating our compliance effort through adoption of these code amendments.

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

The City included the County affected property owners in their noticing for these code revisions when required pursuant to the IGA and directed them to the City legislative process.

Required Signatures:

Department/Agency Director: *M. Cecilia Johnson* **Date:** 11/22/02

Budget Analyst

By: **Date:**

Dept/Countywide HR

By: **Date:**

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. _____

An Ordinance Amending County Land Use Code, Plans and Maps To Adopt Troutdale's Recent Land Use Code, Plan and Map Revisions in Compliance with Metro's Functional Plan and Declaring an Emergency

The Multnomah County Board of Commissioners Finds:

- a. The Board of County Commissioners adopted Resolution A in 1983 which directed the County services towards rural services rather than urban.
- b. In 1996, Metro adopted the Functional Plan for the region, mandating that jurisdictions be in compliance with the goals and policies adopted by the Metro Council.
- c. In 1998, the County and the City of Troutdale (City) amended the urban services agreement to include an agreement that the City of Troutdale would provide planning services to achieve compliance with the Functional Plan for those areas outside the City limits, but within the urban growth boundary and urban service boundary of Troutdale.
- d. It is impracticable to have the County Planning Commission conduct hearings and make recommendations on land use legislative actions pursuant to MCC 37.0710, within unincorporated areas inside the Urban Growth Boundary for which the City provides urban planning and permitting services. The Board intends to exempt these areas from the requirements of MCC 37.0710, and will instead consider the recommendations of the Troutdale Planning Commission and City Council when legislative matters for these areas are brought before the Board for action as required by intergovernmental agreement (County Contract #4600003407) (IGA).
- e. The Board amended County land use codes, plans and maps to adopt the City's land use codes, plans and maps in compliance with Metro's Functional Plan by Ordinance 973 (1/31/2002).
- f. Since the adoption of Ordinance 973, the City's Planning Commission recommended the land use code, plan and map amendments to the City Council through duly noticed public hearings.
- g. The City notified affected County property owners as required by the IGA.
- h. The City Council adopted the land use code, plan and map amendments, set out in Section 1 below and attached as Exhibit 1. The IGA requires that the County adopt these amendments for the City planning and zoning administration within the affected areas.

Multnomah County Ordains as follows:

Section 1. The County Comprehensive Framework Plan, community plans, rural area plans, sectional zoning maps, and land use code chapters are amended to include the City land use code, plan, guideline and map amendments, attached as Exhibit 1 and effective on the same date as the respective Troutdale ordinance:

Exhibit No.	Ordinance	Effective Date
1	An Ordinance amending Troutdale Development Code Chapters 1, 3, and 6 relating to definitions, Industrial Zoning Districts and Annexations and amending the Zoning District Map (City Ord. 724)	10/9/2002

Section 2. In accordance with ORS 215.427(3), the changes resulting from Section 1 of this ordinance shall not apply to any decision on an application that is submitted before the applicable effective date of this ordinance and that is made complete prior to the applicable effective date of this ordinance or within 180 days of the initial submission of the application.

Section 3. In accordance with ORS 92.040(2), for any subdivisions for which the initial application is submitted before the applicable effective date of this ordinance, the subdivision application and any subsequent application for construction shall be governed by the County's land use regulations in effect as of the date the subdivision application is first submitted.

Section 4. Any future amendments to the legislative matters listed in Section 1 above, are exempt from the requirements of MCC 37.0710. The Board acknowledges, authorizes and agrees that the Troutdale Planning Commission will act instead of the Multnomah Planning Commission in the subject unincorporated areas using the City's own procedures, to include notice to and participation by County citizens. The Board will consider the recommendations of the Troutdale Planning Commission when legislative matters for County unincorporated areas are before the Board for action.

Section 5. An emergency is declared in that it is necessary for the health, safety and general welfare of the people of Multnomah County for this ordinance to take effect concurrent with the City code, plan and map amendments. Under section 5.50 of the Charter of Multnomah County, this ordinance will take effect in accordance with Section 1.

FIRST READING AND ADOPTION: December 19, 2002

BOARD OF COUNTY COMMISSIONERS,
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

Thomas Sponsler, County Attorney
For Multnomah County, Oregon

By Sandra Duffy
Sandra N. Duffy, Deputy County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. 1004

Amending County Land Use Code, Plans and Maps to Adopt Troutdale's Recent Land Use Code, Plan and Map Revisions in Compliance with Metro's Functional Plan, and Declaring an Emergency

The Multnomah County Board of Commissioners Finds:

- a. The Board of County Commissioners adopted Resolution A in 1983 which directed the County services towards rural services rather than urban.
- b. In 1996, Metro adopted the Functional Plan for the region, mandating that jurisdictions be in compliance with the goals and policies adopted by the Metro Council.
- c. In 1998, the County and the City of Troutdale (City) amended the urban services agreement to include an agreement that the City of Troutdale would provide planning services to achieve compliance with the Functional Plan for those areas outside the City limits, but within the urban growth boundary and urban service boundary of Troutdale.
- d. It is impracticable to have the County Planning Commission conduct hearings and make recommendations on land use legislative actions pursuant to MCC 37.0710, within unincorporated areas inside the Urban Growth Boundary for which the City provides urban planning and permitting services. The Board intends to exempt these areas from the requirements of MCC 37.0710, and will instead consider the recommendations of the Troutdale Planning Commission and City Council when legislative matters for these areas are brought before the Board for action as required by intergovernmental agreement (County Contract #4600003407) (IGA).
- e. The Board amended County land use codes, plans and maps to adopt the City's land use codes, plans and maps in compliance with Metro's Functional Plan by Ordinance 973 (1/31/2002).
- f. Since the adoption of Ordinance 973, the City's Planning Commission recommended the land use code, plan and map amendments to the City Council through duly noticed public hearings.
- g. The City notified affected County property owners as required by the IGA.
- h. The City Council adopted the land use code, plan and map amendments, set out in Section 1 below and attached as Exhibit 1. The IGA requires that the County adopt these amendments for the City planning and zoning administration within the affected areas.

Multnomah County Ordains as follows:

Section 1. The County Comprehensive Framework Plan, community plans, rural area plans, sectional zoning maps, and land use code chapters are amended to include the City land use code, plan, guideline and map amendments, attached as Exhibit 1 and effective on the same date as the respective Troutdale ordinance:

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Section 4. Any future amendments to the legislative matters listed in Section 1 above, are exempt from the requirements of MCC 37.0710. The Board acknowledges, authorizes and agrees that the Troutdale Planning Commission will act instead of the Multnomah Planning Commission in the subject unincorporated areas using the City's own procedures, to include notice to and participation by County citizens. The Board will consider the recommendations of the Troutdale Planning Commission when legislative matters for County unincorporated areas are before the Board for action.

Section 5. An emergency is declared in that it is necessary for the health, safety and general welfare of the people of Multnomah County for this ordinance to take effect concurrent with the City code, plan and map amendments. Under section 5.50 of the Charter of Multnomah County, this ordinance will take effect in accordance with Section 1.

FIRST READING AND ADOPTION:

December 19, 2002



BOARD OF COUNTY COMMISSIONERS,
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

Thomas Sponsler, County Attorney
For Multnomah County, Oregon

By Sandra N. Duffy
Sandra N. Duffy, Deputy County Attorney

EXHIBIT 1

ORDINANCE NO. 724

AN ORDINANCE AMENDING TROUTDALE DEVELOPMENT CODE CHAPTERS 1, 3 AND 6 RELATING TO DEFINITIONS, INDUSTRIAL ZONING DISTRICTS AND ANNEXATIONS AND AMENDING THE ZONING DISTRICT MAP.

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The Troutdale Citizens Advisory Committee reviewed these proposed amendments over a course of six meetings between November 2001 and June 2002. The Planning Commission held public hearings on July 17 and August 21, 2002, to take public testimony and forwarded a recommendation to the City Council to adopt these proposed amendments to the Troutdale Development Code (TDC) and Zoning District Map.
2. In compliance with TDC 15.010B, the amendments to the Development Code text were initiated by the Planning Commission and are being processed as a legislative procedure. In compliance with ORS 227.160 to 227.185, notification of the proposed text amendments was mailed to affected property owners on May 3, 2002. Notice was also published in the local newspaper, the Outlook, on July 6, 2002 and August 31, 2002.
3. In compliance with TDC 15.010C, the amendments to the Zoning District map were initiated by the Planning Commission and processed as a legislative procedure. In compliance with ORS 227.160 to ORS 227.185, notification of the proposed map amendments was mailed to affected property owners on May 3, 2002. Notice was also published in the local newspaper, the Outlook, on July 6, 2002 and August 31, 2002.
4. The Council determined during the August 27, 2002, hearing that the Planning Commission's recommended text and zoning district map amendments should be revised as follows:
 - Retain the Industrial Park zoning district and retain the IP zoning on the Mount Hood Community College properties.
 - Remove recreational vehicle parks from the conditional use list in the Light Industrial zoning district.
 - Remove self-service storage (mini-storage) from the permitted uses in the industrial zones.

- Set aside the text amendments pertaining to annexation for action at a later date.

These changes are reflected in Attachment A, the Troutdale Development Code text amendments and Attachment B, the Zoning District Map amendment.


5. In compliance with TDC 15.010E, amendments may be considered at any time, and may follow or be in conjunction with other amendments. Amendments to the Troutdale Development Code text include revisions to the definitions and the Light Industrial and General Industrial zones (Attachment A).
6. In compliance with TDC 15.050(A)(2) the public need is best satisfied by these text amendments.
7. In compliance with TDC 15.050(A)(3) the text amendments will not adversely affect the health, safety, and welfare of the community.
8. In compliance with TDC 15.050(A)(4), the particular text amendments to the Troutdale Development Code do not conflict with applicable Comprehensive Land Use Plan goals and policies. The text amendments are consistent with the Metro Urban Growth Management Functional Plan.
9. In compliance with TDC 15.050(C)(1), the proposed Zoning District Map amendments will rezone properties identified on Attachment B from Industrial Park to Light Industrial. These properties are already within the Industrial Plan area, and the Light Industrial zoning district is consistent with the description and policies for the applicable comprehensive land use plan classification.
10. In compliance with TDC 15.050(C)(2), the uses permitted in the Light Industrial zoning district, can be accommodated on the sites proposed to be rezoned from Industrial Park to Light Industrial without exceeding the physical capacity of those sites.
11. In compliance with TDC 15.050(C)(3), there are adequate public facilities, services, and transportation networks in place, or planned, or that can be provided concurrently with development within the areas affected by the proposed Zoning District Map amendments. The Zoning District Map amendments will remove the trip cap applied to properties as a condition of approval for Zone Change File 96-079 adopted by Ordinance No. 648 pertaining to the Port of Portland properties and Zone Change File No. 97-116 pertaining to the I-84 Corporate Center properties.

12. In compliance with TDC 15.050(C)(4), the Zoning District Map amendments will not interfere with the livability, development, or value of other land in the vicinity of site-specific proposals when weighed against the public interest in granting the proposed amendment.
13. In compliance with TDC 15.050(C)(5), the Zoning District Map amendments will not be detrimental to the general interest of the community.
14. Notice of the public hearing has been provided in accordance with applicable laws.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TROUTDALE

The Troutdale Development Code is hereby amended to read as shown in Attachment A and the Zoning District Map is amended to designate the Light Industrial Zoning District on properties identified in Attachment B and Attachment C.

YEAS: 6
NAYS: 0
ABSTAINED: 0


Paul Thalhofer, Mayor

Dated: 10-9-02


Debbie Stickney, City Recorder

Adopted: October 8, 2002

CHAPTER 1 – INTRODUCTORY PROVISIONS

1.020 General Definitions. As used in this code, the following words and phrases shall have the following meanings:

- .01 Abutting. Adjoining with any common boundary line(s).
- .02 Access. The place, means, or way by which pedestrians and vehicles shall have safe, adequate, and usable ingress and egress to a property of use.
- .03 Accessway. Paved pathways which provide direct and continuous pedestrian and/or bicycle passage through blocks. Accessways are designed to provide continuous pedestrian/bicycle routes by connecting a public street to another street or residential area, neighborhood activity center, industrial or commercial center, transit facility, park, school, open space, or trail system.
- .04 Accessory Residential Unit. A second dwelling unit either within or added to a detached single-family dwelling that includes separate kitchen, bathroom, and sleeping area(s).
- .05 Accessory Structure. A non-residential structure which is subordinate to the principal structure that is located on the same lot serving purposes clearly incidental to the principal structure. Accessory structures include detached garages, detached carports, storage sheds, gazebos, detached decks over 12 inches in height, play structures, or other structures detached from the primary structure determined to be similar by the Director.
- .06 Accessory Use. A non-residential use of a structure serving purposes clearly incidental to the principal use.
- .07 Adjacent. Adjacent means near, close; for example, an industrial district across the street or highway from a commercial district shall be considered as adjacent.
- .08 Adult Foster Home (AFH). Any family home or facility in which residential care is provided for five or fewer adults who are not related to the provider by blood or marriage, with exclusions as noted in ORS 443.715.
- .09 Aggregate Resource. Any and all rock, sand, soil, or gravel product extracted for commercial, industrial, or construction use from natural deposits.

- .10 Alley. Any public right-of-way less than 16 feet in width which has been dedicated or deeded to the public for public use.
- .11 Apartment Building. See Dwelling, Multiple-Family.
- .12 Apartment Unit. An individual dwelling unit within a multiple-family dwelling, or constructed above, below, behind, or beside another use, including mixed-use dwellings.
- .13 Attached Residential Dwelling. See Dwelling, Attached.
- .14 Automobile Wrecking Yard. See Junk Yard.
- .15 Bikeway. Any street or path which in some manner is specifically designated for the use of bicycles, or for shared use by bicycles, and other transportation modes compatible with bicycle use. The term "bikeway" includes bike lane and bike path.
- .16 Bike Lane. A portion of a street or shoulder designated for use by bicycles through the application of a paint stripe.
- .17 Bike Path. A separate trail or path closed to motor vehicle use which is for the exclusive use of bicycles or the shared use of bicycles and pedestrians.
- .18 Boarding, Lodging, or Rooming House. Any building, or portion thereof, containing not more than five guestrooms where rent is paid.
- .19 Building, Height of. The vertical distance from the average grade to the highest point of the roof of the building.
- .20 Carpool/Vanpool. A group of two or more commuters who share the ride to and from work, school, or other destinations.
- .21 Child Care Facility. See Day Care Facility.
- .22 City Administrator. The appointed chief administrative officer of the City who is responsible for the administration of all City ordinances, and who may make final determinations on all administrative decisions made by the Director or designated official.
- .23 Clear Vision Area. The area near intersections of roadways and ingress/egress points where a clear field of vision is necessary for public safety.

- .24 Clinic. A building, or portion of a building, containing one or more offices for providing medical, dental, or psychiatric services not involving overnight housing of patients.
- .25 Clustering. A development design technique that concentrates buildings in specific areas on the site to allow the remaining land to be used for recreation, common open space, and preservation of environmentally sensitive features.
- .26 Community Service Use. A noncommercial use established primarily for the benefit and service of the population of the community or region in which it is located. Community service uses include, but are not limited to, schools, churches, community centers, fire stations, libraries, hospitals, fraternal lodges, cemeteries, and government-owned or government-operated structures or land used for public purposes.
- .27 Congregate Housing. Housing for retirement-age citizens and their spouses or the surviving spouse, the developmentally disabled, or handicapped persons, which provides a minimum of services to accommodate the needs of residents. Such a facility usually includes separate apartments, with or without kitchens, a communal dining facility, housekeeping, organized social and recreational activities, transportation services, and other support services appropriate for the residents. Congregate housing may include assisted living facilities and services.
- .28 Corporate Headquarters. A complex of buildings whose purpose is to be the administrative center of a business enterprise. Corporate headquarters may include ancillary services for office workers, such as a restaurant, coffee shop, newspaper or candy stand, and child care facilities.
- .29 Day Care, Certified, or Group Day Care Home. A day care facility certified by the State of Oregon Department of Human Resources located in a building constructed as a single-family dwelling that is certified to care for no more than 12 children.
- .30 Day Care, Family Provider. A day care facility providing care in the provider's home in the family living quarters for six or fewer children full-time, with up to four additional full- or part-time children when school is not in session during the regular school year. During the summer when school is not in session, there may be up to four additional part-time children of any age in care, and shall be in care no more than four hours per day. There shall be no more than ten children at any given time, including the provider's children.

- .31 Day Care Center or Day Care Facility. Any facility providing full-time care to more than 12 children in a structure other than a single-family residential dwelling.
- .32 Development. Any manmade change to improved or unimproved real estate including, but not limited to, construction, installation or change of a building or structure; land division; storage on the land; tree cutting; drilling; and site alteration such as that due to land surface mining, dredging, grading, paving, excavating, or clearing.
- .33 Development Permit. A permit issued for decks, accessory structures, and similar structures which requires zoning approval, but does not require a building permit.
- .34 Director. The appointed city official who is responsible for the administration of community development and related ordinances.
- .35 Distribution Center. An establishment engaged in the receipt, storage, and distribution of goods, products, cargo, and materials, including transshipment by boat, rail, air, or motor vehicle.
- .36 Dwelling, Attached (rowhouse and townhouse). A building containing four or more dwelling units, each of which has its own front and rear access to the outside with its own front and rear yard. No unit may be located over another unit, and each unit is separated from any other unit by one or more vertical common fire-resistant walls. Each unit may be on a separate lot.
- .37 Dwelling, Duplex. A building containing two dwelling units totally separated from each other by an unpierced wall extending from ground to roof. A duplex may also be constructed on two adjacent lots with the common wall on the property line.
- .38 Dwelling, Mixed-Use. A building with residential units above, below, or behind a non-residential use.
- .39 Dwelling, Multiple-Family. A residential building (apartment) containing four or more dwelling units, including units that are located one over the other. It does not include duplex, triplex, zero lot line, or attached dwellings.
- .40 Dwelling, Single-Family Detached. A residential building, including manufactured or modular homes, containing not more than one dwelling unit surrounded on all sides by yard area.

- .41 Dwelling, Triplex. A building containing three dwelling units, each of which has direct access to the outside and the dwelling units are totally separated from each other by an unpierced wall extending from ground to roof. All three dwelling units may be on the same lot or may be constructed on three adjacent lots with common walls between two of the units.
- .42 Dwelling Unit. Any building, or portion thereof, with living facilities, including provisions for sleeping, eating, cooking, and sanitation, for not more than one family.
- .43 Dwelling, Zero Lot Line. A single-family detached dwelling that is located on a line in such a manner that one or more of the building's sides rest directly on a lot line.
- .44 Family. An individual, two or more persons related by blood or marriage, or a group of not more than five persons (excluding servants) who need not be related by blood or marriage, living together in a dwelling unit.
- .45 Flex-Space Building. A building constructed with large floorplates, having open spaces that can be partitioned off for specific tenants as needed.
- .46 Floor Area. The area of all floors included within the surrounding exterior walls of a building or portion thereof, exclusive of vent shafts and exterior courts.
- .47 Frontage. The portion of a parcel of property abutting a public or private street.
- .48 Four-Plex. See Dwelling, Attached.
- .49 Grade. The grade shall be as defined in the Uniform Building Code, as adopted by the City.
- .50 Group Home. See Residential Facility and Residential Home.
- .51 Heliport. A landing site for helicopters accessory to a use not located at the Portland-Troutdale Airport.
- .52 Home Occupation. An accessory use conducted entirely within a building that is clearly incidental and secondary to the use of the dwelling for dwelling purposes.
- .53 Hotel/Motel. A building, or group of buildings, containing six or more guestrooms used for transient residential purposes which may include ancillary restaurant uses.

- .54 Junk Yard. A lot for the dismantling or "wrecking" of motor vehicles, or for the storage or keeping, of junk, including scrap metals or other scrap materials.
- .55 Kennel or Other Animal Boarding Place. Any premises where five or more dogs over one year of age are kept, for any purpose whatsoever, or any premises where dogs are bred, boarded, or offered for sale as a commercial business. "Other animal boarding place", as used in this code, means and includes any premises where six or more cats or other animals are bred, boarded, or offered for sale as a commercial business.
- .56 Legislative Action. Any action which amends City policy including, but not limited to, changes to the Comprehensive Land Use Plan text, Development Code text, and other implementing ordinances, and map changes or amendments to the Comprehensive Land Use Plan Map, the Zoning District Map, or other City adopted maps which represent a change in City land use policy.
- .57 Loading Space. An off-street space or berth used for the temporary parking of a vehicle while loading or unloading persons, merchandise, or materials.
- .58 Lot. A unit that is created by a subdivision of land.
- .59 Lot Area. The total horizontal area enclosed within the lot lines of a lot.
- .60 Lot Coverage. The percentage of the total lot area covered by structures, including all projections except eaves, balconies, bay windows, or uncovered decks 12 inches or less above grade.
- .61 Lot Depth. The horizontal distance measured midway between the front and rear lot lines. In the case of a corner lot, the depth shall be the length of its longest side lot line.
- .62 Lot Line Adjustment. The relocation of a recorded lot line which does not result in the creation of an additional lot, or reduce any lot below minimum sizes required by this code.
- .63 Lot Line, Front. For an interior lot, a line separating the lot from the street, and, for a corner lot, a line separating the narrowest frontage of the lot from the street.
- .64 Lot Line, Rear. A lot line not abutting a street which is opposite and most distant from the front lot line.

- .65 Lot Line, Side (Interior Lot). Any lot line which is not a front or rear lot line.
- .66 Lot Line, Side (Corner Lot). A line other than the front lot line separating the lot from the street, or a line separating the lot from the abutting lot along the same frontage.
- .67 Lot Width. The horizontal distance between the side lot lines, measured at right angles to the lot depth at a point midway between the front and rear lot lines.
- .68 Manufactured Home or Manufactured Dwelling. A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use as a dwelling with or without a permanent foundation when connected to the required utilities. To qualify as a manufactured home, the structure shall have been manufactured after June 15, 1976 and must bear an insignia issued by a state or federal agency indicating that the structure complies with all applicable construction standards of the U.S. Department of Housing and Urban Development. For flood plain management purposes, the term "manufactured home" also includes park trailers, travel trailers, and other similar vehicles placed on a site for greater than 180 consecutive days. For insurance purposes, the term "manufactured home" does not include park trailers, travel trailers, and other similar vehicles.
- .69 Manufacturing, Primary. An establishment engaged in the initial processing or treatment of raw material or manufacturing of products that require additional processing, fabrication, or assembly for ultimate use by the consumer. These activities or processes would necessitate the storage of large volumes of highly flammable, toxic matter or explosive materials needed for the manufacturing process. These activities may involve outdoor operations as part of their manufacturing process.
- .70 Manufacturing, Secondary. An establishment engaged in the manufacture of products predominantly from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment and packaging of such products, and incidental storage, sales, and distribution of such products, but excluding primary industrial processing. These products are for final use or consumption. This usually involves the processing, fabrication, or assembly of semi-finished products from a primary manufacturing industry.
- .71 Marina. A small harbor, boat basin, or moorage facility providing boat berthing, docking and mooring, and incidental services for recreational, commercial and/or charter fishing, or tour boats. Incidental services include, but are not limited to, restrooms; showers; minor boat and motor

repair; mooring buoys; refueling facilities; boat hoists/lifts; boat launch ramp; small office for marina management; club house and/or meeting room; vending machines; small retail area for marine, fishing and other outdoor supplies and equipment; ice, packaged beverages, and foods; limited service restaurants; and temporary restaurants.

- .72 Marine Industrial/Marine Service Facility. A structure or use which is commercial or industrial in nature and which needs to be located in or adjacent to water areas because the use requires water access. Such uses include, but are not limited to, ship, tug barge, and workboat moorage and storage; vessel repair facilities; aquaculture facilities; and fish processing facilities.
- .73 May. As used in this code, MAY is permissive and SHALL is mandatory.
- .74 Mixed-Use Development. The development of a tract of land, building, or structure with a variety of uses, such as, but not limited to, residential, office, manufacturing, retail, public, or entertainment, in a compact urban form. See Dwelling, Mixed-Use.
- .75 Mobile Home. See manufactured home.
- .76 Multiple-Family Dwelling. See Dwelling, Multiple-Family.
- .77 Net Area. The total area of a parcel of land less the following: proposed public streets; area constrained for development under the provisions of this code; area within a community resource protection overlay district; or, where approved by the City Council, land area dedicated or conveyed to the City.
- .78 Nonconforming Development. A development that was legally established before this code was adopted or amended, but which does not comply with the current regulations in this code due to subsequent enactments or amendments.
- .79 Nonconforming Lot. A lot or parcel that was legally established before this code was adopted or amended, but which does not comply with the current regulations in this code due to subsequent enactments or amendments.
- .80 Nonconforming Structure. A structure that was legally established before this code was adopted or amended, but which does not comply with the current regulations in this code due to subsequent enactments or amendments.

- .81 Nonconforming Use. A use that was legally established before this code was adopted or amended, but does not comply with or is not permitted to exist due to subsequent enactments or amendments to this code.
- .82 Nursing Home. Housing with long-term physical and medical care for the physically handicapped, emotionally handicapped, or elderly population. Other terms used today include residential health care facility, extended care, intermediate care, and long-term care. However, independent living, assisted living, and congregate housing are considered unique from this use within this code.
- .83 Outdoor Business. A business, all or most of which is conducted, or items displayed, in an open space area including sidewalk sales, pushcart vendors, Saturday markets, and Christmas tree sales.
- .84 Owner. The owner of record of real property as shown on the tax rolls of Multnomah County, or a person purchasing a piece of property under contract. For the purposes of this title, in terms of violations and binding agreements between the City and the owner, "owner" also means a leaseholder, tenant, or other person in possession or control of the premises or property at the time of agreement, violation of agreement, or the provisions of this title.
- .85 Parcel. A piece of land created by a partition, subdivision, deed, or other instrument recorded with the appropriate recorder. This includes a lot, a lot of record, or a piece of land created through other methods.
- .86 Partition, Major. Creation of two or three lots, within a 12-month period, that includes creation of a street.
- .87 Partition, Minor. Creation of two or three lots, within a 12-month period, which does not create a street.
- .88 Pedestrian Walkway. An exterior hard-surfaced pathway intended for pedestrian use. Also referred to simply as a walkway.
- .89 Principal Use. The primary purpose for which a lot, structure, or building is used.
- .90 Professional Office. An office containing the activities such as those offered by a lawyer, architect, engineer, accountant, artist, teacher, real estate, or insurance sales.
- .91 Processing. To subject to some special process or treatment, as in the course of manufacture; change in the physical state or chemical composition of matter; the second step in use of a natural resource.

Examples include petroleum refining, oil shale crushing, retorting and refining, ore smelting, coal crushing and cleaning, saw mill, alfalfa pellet mills, food canning or packing, creation of glass, ceramic or plastic materials, gravel crushing, cement manufacture, and concrete batch plants. Processing occurs in both primary and secondary manufacturing.

- .92 Quasi-Judicial Action. An action which involves the application of adopted policy to a specific development application or amendment.
- .93 Reclamation Plan. Shall have the meaning contained in ORS 517.750 and OAR 632-30-025 (Department of Geology and Mineral Industries).
- .94 Residential Facility. As defined in ORS 197.660, a facility which provides residential care and/or training and treatment for six to fifteen individuals.
- .95 Residential Home. As defined in ORS 197.660, a facility which provides residential care and/or training and treatment for five or fewer individuals.
- .96 Rowhouse. See Dwelling, Attached.
- .97 School. A public, parochial, or private institution that provides educational instruction to students. This definition does not include trade or business schools or colleges.
- .98 Shall. As used in this code SHALL is mandatory and MAY is permissive.
- .99 Single-Family Dwelling or Single-Family Residence. See Dwelling, Single-Family Detached.
- .100 Site and Design Review Committee. A committee comprised of key staff members chaired by the Director to review applicable development proposals for compliance to the provisions of this code.
- .101 Street Lighting. The total system of wiring, poles, arms, fixtures, and lamps, including all parts thereof that are necessary to light a street or pedestrian way.
- .102 Street, Private. A thoroughfare or street providing a means of access to a property or properties which is not owned by the City or other jurisdictions.
- .103 Street, Public. A thoroughfare or right-of-way acquired for use by the public which affords a principal means of access to abutting property not less than 16 feet in width.
- .104 Subdivision. Creation of four or more lots.

- .105 Technical Review Committee. A committee comprised of key staff members chaired by the Director to review development proposals for technical compliance with this code and other applicable ordinances and regulations.
- .106 Townhouse or Townhome. See Dwelling, Attached.
- .107 Transit Facility. A facility intended to accommodate and assist transit users. Transit facilities include light rail transit stations, park and ride lots for transit riders, transit centers, transit shelters, bus turnout lanes, and transit stops.
- .108 Transit Street. Any street identified as an existing or planned bus or light rail transit route.
- .109 Tri-Plex. See Dwelling, Triplex.
- .110 Two-Family Dwelling. See Dwelling, Duplex.
- .111 Utility Facility, Major. Administrative offices and operation centers, wet system pump stations, sewage treatment plants and lagoons, electric generation facilities (other than small scale accessory wind turbines or solar panels intended to generate electricity for onsite uses), sanitary landfills, pump stations, substations (transmission and distribution), water towers and reservoirs, public wells (aboveground), telephone switching equipment, communication receiver and transmission facilities, telecommunication towers and poles, and drinking water treatment facilities.
- .112 Utility Facility, Minor. Street lights; underground lines and pipes; underground wells; transformers and regulator stations; closed system sanitary pump stations; and private, on-site facilities such as septic tanks, wells, and catch basins.
- .113 Warehouse. A building used primarily for the storage of materials or goods for use on the site or later distribution.
- .114 Windscreens. A fence-like structure, not to exceed six feet in height, on the north or east side of a residential building only, and used to reduce the wind velocity at exterior doors.
- .115 Yard. A required open space on a lot that is unoccupied and unobstructed except for permitted projecting building features and accessory buildings.

- .116 Yard, Front. An open space extending the full width of the lot between a building and the front lot line, unoccupied and unobstructed from the ground upward, except as authorized by this code.
- .117 Yard, Rear. An open space extending across the full width of the lot between the main building and the rear lot line, unoccupied and unobstructed from the ground upward, except as authorized by this code. Where there is no rear lot line, the depth of the rear yard shall be the distance from a ten-foot line parallel to the front lot line, measured from one side line to the other.
- .118 Yard, Side. An open space between any building and the side lot line, unoccupied and unobstructed from the ground upward, except as authorized by this code.
- .119 Yard, Street Side. An open space adjacent to a street that is not a front yard, unoccupied and unobstructed from the ground upward, except as authorized by this code. [Adopted by Ord. 550, ef. 9/25/90; Amended by Ord. 622, ef. 4/13/95; Amended by Ord. 658, ef. 3/12/98; Repealed and reamended by Ord. 661, ef. 7/23/98; Amended by Ord. 705, ef. 5/10/01; Amended by Ord. 716, ef. 5/9/02]

CHAPTER 3 – ZONING DISTRICTS

3.160 LIGHT INDUSTRIAL

LI

- 3.161 Purpose. This district is intended for light, clean industries usually of a manufacturing or storage nature with little outdoor storage. These industries usually do not require rail access and have very little process visibility. They usually create little or no air or water pollution and have no nuisance factors such as bright yard lights, continuous noise or objectionable odors. Wholesale and limited retail sales are permitted. These uses may be located adjacent to residential or commercial uses with appropriate buffering. [Adopted by Ord. 550, ef. 9/25/90]
- 3.162 Permitted Uses. The following uses and their accessory uses are permitted in the LI district:
 - A. Secondary manufacturing, except any use having the primary function of story, utilizing, or manufacturing toxic or hazardous materials.
 - B. Processing facilities, except any principal use involving the rendering of fats, the slaughtering of fish or meat, or the fermenting of foods such as sauerkraut, vinegar, or yeasts, but not including wineries or breweries.
 - C. Distribution centers.

- D. Airport and related uses, including airport supportive commercial and industrial uses such as maintenance facilities, hangars, aircraft tie-downs, passenger parking, and flight schools.
- E. Warehouses.
- F. Utility facilities.
- G. Research and development companies, experimental or testing laboratories, and trade or commercial schools.
- H. Public parks, parkways, trails, and related facilities.
- I. One caretaker residence.
- J. Corporate headquarters.
- K. Professional offices.
- L. Medical and dental clinics.
- M. Product sales, service, and/or display accessory to any manufacturing, fabricating, or processing use, provided the sales, service, and/or display area does not exceed 15% of the gross floor area.
- N. Other uses similar in nature to those listed above. [Adopted by Ord. 550, ef. 9/25/90; Amended by Ord. 660, ef. 5/28/98]

3.163 Conditional Uses. The following uses and their accessory uses are permitted as conditional uses within a LI district:

- A. Heliports accessory to permitted or approved conditional uses.
- B. Retail, wholesale, and discount sales and services, including restaurants, banks, dry-cleaners, and similar establishments, with or without drive-up or drive-through window service, subject to the standards listed in section 3.165, Additional Requirements, or this chapter.
- C. Community service uses.
- D. Utility facilities, major.
- E. Automobile, truck, trailer, heavy equipment, recreational vehicle, boat and manufactured home sales, rentals, and repair shops.
- F. Card-lock fueling stations, truck stops, service stations, tire shops, and oil change facilities.

- G. Motels or hotels, including banquet rooms, conference, or convention centers.
- H. Commercial sports complexes including, but not limited to, health clubs, tennis courts, aquatic centers, skating rinks, and similar facilities.
- I. Child care facilities, kindergartens, and similar facilities.
- J. Other uses similar in nature to those listed above. [Adopted by Ord. 550, ef. 9/25/90; Amended by Ord. 660, ef. 5/28/98]

3.164 Dimensional Standards.

A. Setbacks.

- 1. Front yard setback: Minimum of 20 feet.
- 2. Side yard setback: Minimum of ten feet.
- 3. Rear yard setback: None.
- 4. Additional setback requirements: If any use in this district abuts or faces any residential zoning district, a setback of 50 feet from the property line or centerline of an intervening public street, on the side abutting or facing the residential zoning district shall be required.
- 5. Setbacks for insufficient right-of-way: Setbacks shall be established when a lot abuts a street having insufficient right-of-way width to serve the area. The necessary right-of-way widths and the setback requirements in such cases shall be based upon the Comprehensive Land Use Plan and applicable ordinances and standards.

- B. Height Limitation. The maximum height for any structure shall be 45 feet unless otherwise limited by the Federal Aviation Administration. [Adopted by Ord. 550, ef. 9/25/90]

3.165 Additional Requirements.

- A. Design review is required for all uses in the LI district.
- B. All lots shall have frontage or approved access to public streets, public water, and public sewer before development is allowed.
- C. Off-street parking spaces shall be provided in accordance with the requirements of Chapter 9, Off-Street Parking and Loading, of this code.

- D. Retail, wholesale, and discount sales and service are limited in size as follows:
1. The maximum floor area of a single retail, wholesale, or discount sales or service business shall be 60,000 square feet.
 2. No one use shall exceed 15% of the gross leasable area of an industrial flex-space building or Corporate Headquarters, and the cumulative area of all retail, wholesale, and discount sales and services use within such building shall not exceed more than one-half of the gross leasable area of the building.
- E. Development is subject to compliance with any applicable overlay zoning district standards. [Adopted by Ord. 550, ef. 9/25/90]

3.170 GENERAL INDUSTRIAL

GI

3.171 Purpose. This district is intended for manufacturing industries, large-scale fabricators, freight and trucking firms, primary metals, and lumber, etc., that usually require highway access and/or rail service. These firms usually have a high degree of process visibility and need outdoor storage of materials and products. These industries are likely to create minor air and water pollution, as well as nuisance factors such as noise and odor, and the generation of truck, shipping, or rail traffic. [Adopted by Ord. 550, ef. 9/25/90]

3.172 Permitted Uses. The following uses and their accessory uses are permitted in the GI district:

- A. Primary manufacturing.
- B. Any permitted use within the LI zoning district.
- C. Use of toxic or hazardous materials in the manufacturing process, and temporary storage of toxic or hazardous material by-products.
- D. Freight and trucking firms.
- E. Automobile, truck, trailer, heavy equipment, recreational vehicle, boat and manufactured home sales, rentals, and repair shops.
- F. Card-lock fueling stations, truck stops, service stations, tire shops, and oil change facilities.
- G. Utility facilities, major and minor, except for the following which require conditional use approval: sanitary landfills, recycling centers, and transfer stations, sewage treatment plants and lagoons, and telecommunication towers or poles.
- H. Marinas.
- I. Marine Industrial/Marine Service Facilities.
- J. Other uses similar in nature to those listed above. [Adopted by Ord. 550, ef. 9/25/90; Amended by Ord. 660, ef. 5/28/98]

3.173 Conditional Uses. The following uses and their accessory uses are permitted as conditional uses within the GI district:

- A. Child care facilities, kindergartens, and similar facilities.
- B. Community service uses.

- C. Concrete or asphalt manufacturing plants.
- D. Sanitary landfills, recycling centers, and transfer stations.
- E. Sewage treatment plants and lagoons.
- F. Telecommunication towers and poles.
- G. Junk yards.
- I. Residential dwelling/hangar mixed uses when the hangars are served by a taxiway with direct access to the Troutdale Airport Runway. The use shall be subject to the following requirements:
 - 1. Approval from the Port of Portland.
 - 2. Approval from the Federal Aviation Administration.
 - 3. No separate accessory structures are allowed.
- I. Heliports accessory to permitted or approved conditional uses.
- J. Commercial sports complexes including, but not limited to, health clubs, tennis courts, aquatic centers, skating rinks, and similar facilities.
- K. Commercial uses within industrial flex-space buildings, subject to the standards listed in section 3.175, Additional Requirements, of this chapter.
- L. Processing facilities whose principal use involves the rendering of fats, the slaughtering of fish or meat, or the fermentation of foods such as sauerkraut, vinegar, and yeast, but not including wineries or breweries, which are permitted outright per subsection 3.172(B) of this chapter.
- M. The manufacturing or storing of toxic or hazardous materials when done in compliance with federal and state regulations.
- N. Other uses similar in nature to those listed above. [Adopted by Ord. 550, ef. 9/25/90; Amended by Ord. 660, ef. 5/28/98]

3.174 Dimensional Standards.

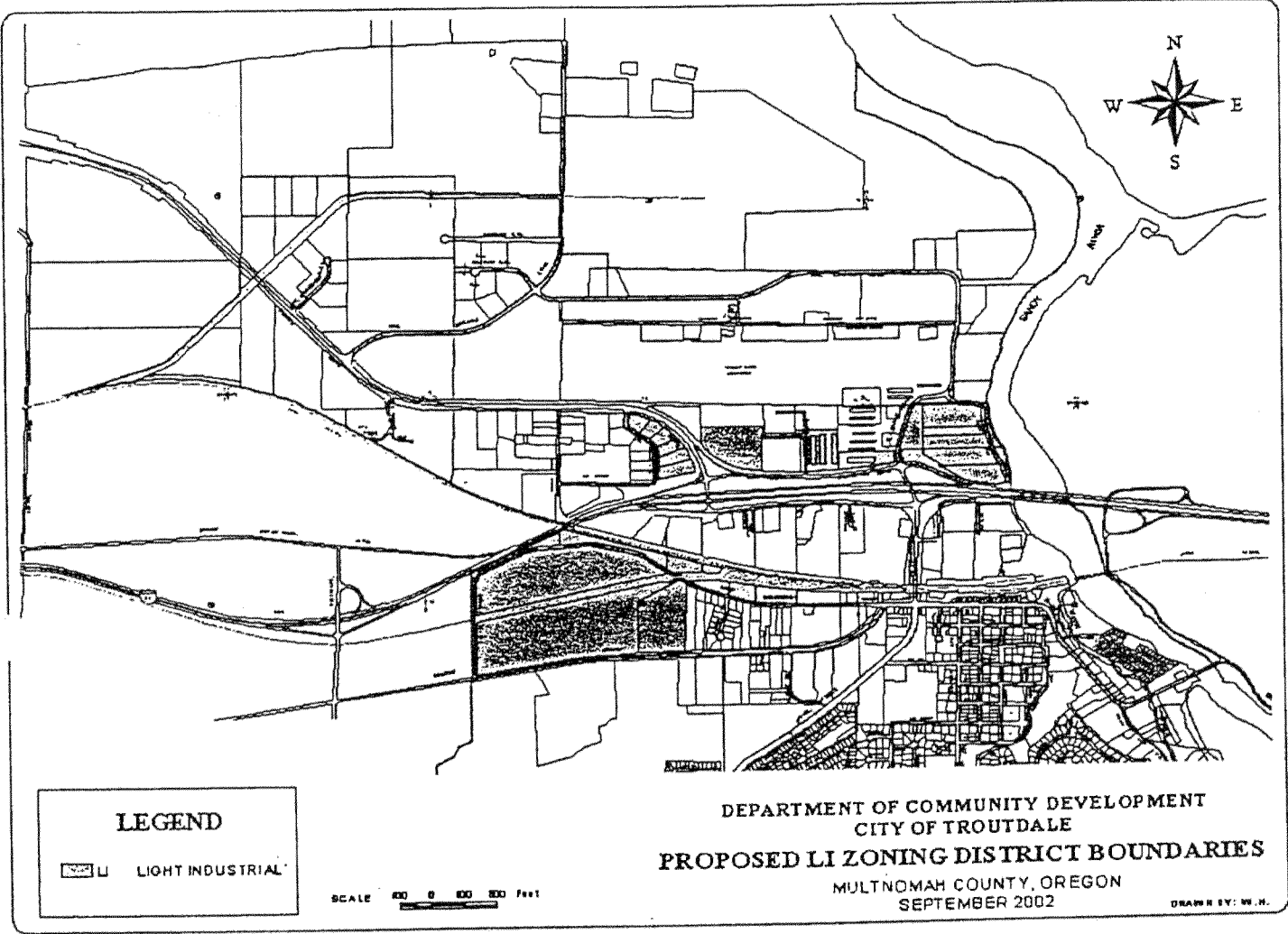
- A. Setbacks.
 - 1. Front: 20 feet.
 - 2. No side or rear yard setbacks unless the property abuts a parcel of land in a more restrictive manufacturing or commercial district, in

which case the requirements of the abutting zoning district shall apply.

3. Additional setback requirements: If any use in this district abuts or faces any residential zoning district, a setback of 50 feet from the property line or centerline of an intervening public street, on the side abutting or facing the residential or apartment district shall be required.
 4. Setbacks for insufficient right-of-way: Setbacks shall be established when a lot abuts a street having insufficient right-of-way width to serve the area. The necessary right-of-way widths and the setback requirements in such cases shall be based upon the Comprehensive Land Use Plan and applicable ordinances and standards.
- B. Height Limitation. None, unless otherwise limited by the Federal Aviation Administration. [Adopted by Ord. 550, ef. 9/25/90]

3.175 Additional Requirements.

- A. Design review and landscaping is required for all uses in the GI district.
- B. All lots shall have frontage or approved access to public streets, public water, and public sewer before development is allowed.
- C. Off-street parking spaces shall be provided in accordance with the requirements of Chapter 9, Off-Street Parking and Loading, of this code.
- D. Commercial uses within industrial flex-space buildings are subject to the following standards:
 1. No one commercial use shall exceed 15% of the gross leasable area of a flex-space building, and the cumulative area of all such uses shall not exceed more than one-half of the gross leasable area of a building, or 60,000 square feet, whichever is less.
 2. Drive-throughs and drive-up service windows are not permitted.
- E. Development is subject to compliance with any applicable overlay zoning district standards. [Adopted by Ord. 550, ef. 9/25/90]



ATTACHMENT C – Ord. No. 724

PROPERTIES TO BE REZONED FROM IP TO LI				
TAX MAP	TAX LOT	AREA	ADDRESS & USE	OWNER
1N3E25B	00900	3.35	1000 NW Graham Rd Holiday Inn Express	Troutdale Hospitality Group LLC
1N3E25B	00901	0.05	at I-84 westbound exit at NW Graham Rd	ODOT right-of-way
1N3E25B	01000	0.98	818 NW Graham Rd Wendy's Restaurant	Jeffrey & Irene French
1N3E25B	01300 PTN	3.12	North Frontage Road Troutdale Airport	Port of Portland
1N3E25B	01600	0.48	North Frontage Road Troutdale Airport	Port of Portland
1N3E26	00100	46.46	E of NE 244 th , North of SW Halsey & South of railroad tracks	County Farm Property
1N3E26A	00500 PTN	4.05	Troutdale Airport North Frontage Rd	Port of Portland
1N3E26A	00600	0.66	Troutdale Airport North Frontage Rd	Port of Portland
1N3E26A	00700	0.66	Troutdale Airport North Frontage Rd	Port of Portland
1N3E26A	00800	0.54	Troutdale Airport North Frontage Rd	Port of Portland
1N3E26A	01100 PTN	9.00	Troutdale Airport North Frontage Rd	Port of Portland
1N3E26A	01301	1.77	Lots 1 & 2 Plat of I-84 Corporate Center. East side of NW Corporate Drive	Multiple Tenants Meier 1 LLC % Wyse Investment Services Co.
1N3E26A	01303	1.92	Lots 3 & 4 Plat of I-84 Corporate Center. East side of NW Corporate Drive	Multiple Tenants Meier 1 LLC % Wyse Investment Services Co.
1N3E26A	01305	1.22	Lot 5 Plat of I-84 Corporate Center East side of NW Corporate Drive	Vacant Meier 1 LLC % Wyse Investment Services Co.
1N3E26A	1306	2.09	Lot 6 Plat of I-84 Corporate Center East side of NW Corporate Drive	Vacant Meier 1 LLC % Wyse Investment Services Co.
1N3E26B	01200	24.90	1700 W Historic Col River Hwy	Mult County Animal Shelter
1N3E26B	01201	1.67	Agricultural use. South side of West Historic Columbia River Hwy East Of NE244 th	ODOT right-of-way
TOTAL ACREAGE		102.92		

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:

Meeting Date: December 19, 2002

Agenda Item #: R-10

Est. Start Time: 9:55 AM

Date Submitted: 11/21/02

Requested Date: December 19, 2002

Time Requested: 5 Minutes

Department: Business & Community Services

Division: Land Use & Trans.

Contact/s: Patrick Hinds

Phone: (503) 988-5050

Ext.: 83712

I/O Address: 455/2nd Floor

Presenters: Patrick Hinds

Agenda Title: Vacation of a portion of S.W. Daphne Avenue

(NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

The Land Use and Transportation Division recommends approval of the Resolution.

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

Situated in the S.E. One-quarter of Section 27, Township 1 South, Range 1 East, W.M., this portion of S.W. Daphne Avenue (formerly known as "Spring Street") is a public road, having been created by the RIVERDALE subdivision, recorded on May 23, 1888 in Multnomah County Plat Records Book 1, Page 120.

The Multnomah County street vacation Order No. 4773, recorded in Book 1611, Page 1447, Multnomah County Deed Records, recorded on July 15, 1982 has caused this portion of S.W. Daphne Avenue to be a dead-end street, approximately 300 feet in length.

length. This proposed vacation would reduce the remaining street length to approximately 150 feet.

At this location, S.W. Daphne Avenue consists of a 12' wide, gravel road, without curbs or sidewalks. Multnomah County does not maintain this portion of S.W. Daphne Avenue. Multnomah County has no plans to develop this portion of S.W. Daphne Avenue.

The vacated portion will vest in the name of the abutting property owners, by extending the abutting property lines, so as to intersect the centerline at right angles, as per the petition.

The street vacation petition being considered today contains the acknowledgement and consent of 100% of the abutting and adjoining property owners, as defined by ORS 368.336. The abutting and adjoining property owners also consent to the proposed vacated portions being distributed as described in Exhibit A of the Resolution.

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

None. Daphne Avenue is not maintained by Multnomah County. No public money is spent on this section of roadway. All costs associated with this vacation request are the responsibility of the petitioners.

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

If a budget modification, explain:

- ❖ What revenue is being changed and why?
- ❖ What budgets are increased/decreased?
- ❖ What do the changes accomplish?
- ❖ Do any personnel actions result from this budget modification? Explain.
- ❖ Is the revenue one-time-only in nature?
- ❖ If a grant, what period does the grant cover?
- ❖ When the grant expires, what are funding plans?

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ Why was the expenditure not included in the annual budget process?
- ❖ What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?
- ❖ Why are no other department/agency fund sources available?
- ❖ Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.
- ❖ Has this request been made before? When? What was the outcome?

If grant application/notice of intent, explain:

- ❖ Who is the granting agency?

- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

4. Explain any legal and/or policy issues.

This proposed street vacation was initiated by a petition of 100 percent of the abutting, adjoining, and underlying property owners. Pursuant to ORS 368.351, a citizen initiated vacation, by petition, is more streamlined because there is no requirement for notice by publication and full public hearing if the proposed vacation is supported by 100 percent of the affected property owners.

The Agenda Placement Request constitutes the County Engineer's written report, as required by ORS 368.351 (1), declaring the vacation of this portion of S.W. Daphne Avenue to be in the public interest.

Existing utilities would like Multnomah County to reserve unto them an easement covering the entire area being vacated. Palatine Hill Water District, in particular, is requesting that the easement granted contain the following language "...including the right to cut, trim and remove trees, shrubs, brush, overhanging branches and other obstructions necessary for the District's use of this easement with no obligation to the District for replacement of said removed items; that no building or structure of any kind shall be built or erected within the easement except with the prior consent of the Palatine Hill Water District." The proposed easement language may expand any existing rights of the utility under the right of way easement. The Land Use and Transportation Division is recommending that any existing utility be required to negotiate continuation or expansion of any easement terms and conditions with the affected property owners, after the street is vacated. This recommendation is made upon the premise that the County does not establish or maintain right of way for utility purposes but rather for the convenience of the utility provides access to road right of way. The vacation of a right of way is based upon the absence of a transportation need for the right of way and the County's desire to return property to the County tax rolls. This policy does not meet the desire of utilities occupying County right of way, of protecting them from the costs of negotiating new terms and conditions of the easement occupied or incurring the expense of having to relocate utilities should the party controlling title to the former right of way not desire the utility to be located on their property.

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

Consistent with community involvement, development and intergovernmental cooperation, this is a citizen-initiated petition. The owners of Lots 8, 9, 12, Block 8 and

Lots 6, 7, 10, Block 9, RIVERDALE subdivision, have submitted acknowledgements that this street vacation may have an impact on their ability to further develop their properties. The acknowledgement is attached as Exhibit 1.

This area is within the Planning jurisdiction of the City of Portland. The City's request that the Daggett property have "at least 30 feet of frontage on a street" is met by this resolution.

Required Signatures:

Department/Agency Director: *M. Cecilia Johnson* **Date:** 11/21/02

Budget Analyst

By: **Date:**

Dept/Countywide HR

By: **Date:**

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 02-160

Authorizing Vacation of a Portion of SW Daphne Avenue, a Local Access Road, Pursuant to ORS 368.326 to 368.366

The Multnomah County Board of Commissioners Finds:

- a. The portion of S.W. Daphne Avenue (formerly known as Spring Street) affected by this vacation, was originally created as a public road, by the 1888 plat called RIVERDALE, recorded in Plat Records Book 1, Page 120. Daphne Avenue was originally platted as a through street. Prior street vacations have resulted in this remaining portion of Daphne Avenue ending at the petitioner's property. The existing street consists of a gravel strip approximately 12 feet in width, without curbs or sidewalk. Multnomah County does not maintain this portion of Daphne Avenue. Multnomah County has no plans to develop the portion being considered for vacation. The property to be vacated is surplus.

- b. The portion of S.W. Daphne Avenue to be vacated is described as follows:

That portion of S.W. Daphne Avenue situated in the Southeast quarter of Section 27, Township 1 South, Range 1 East of the Willamette Meridian, Multnomah County, Oregon lying South of a line being the South line of Lot 6, Block 9, RIVERDALE, extended easterly to the West line of Block 8, RIVERDALE and northerly of the North line of that portion of S.W. Daphne Avenue vacated by Ordinance No. 4773 dated July 15, 1982 as recorded August 12, 1982 in Book 1611, Page 1447, Deed Records of Multnomah County.

Containing 7500 square feet, more or less.

- c. Petitioners Mr. & Mrs. Walter Daggett, Mr. & Mrs. Eric Jacobson, Mr. & Mrs. David Bell, Mr. & Mrs. Rodney Beals have submitted a petition in compliance with ORS 368.341(3), containing the signatures and addresses of 100 percent of the abutting property owners who would also qualify as the owners of the property proposed to be vacated. A copy of the petition is attached to this Resolution as Exhibit A and hereby incorporated by this reference.
- d. Under ORS 368.351, because petitioners represent 100 percent of the ownership of the property to be vacated and the abutting property, the County may proceed to complete this vacation without additional notice and publication as would be required under ORS 368.346.
- e. Multnomah County has received a total of \$1265.00 from the petitioners, of which \$200.00 applies to the feasibility study that was performed by Multnomah County and the remaining \$1065.00 will be applied to the vacation proceeding. The total costs for this

vacation, including administrative costs, are \$1498.04. Administrative costs include \$65.00 for the County Surveyor posting the vacation, staff time for research, review, analyses and document preparation. The balance owed by the petitioner, at the date of this hearing is \$233.04.

- f. Existing utilities may need to negotiate easement rights with the owners of the property affected by this vacation.
- g. ORS 368.366(2) provides as follows: "Notwithstanding subsection (1) of this section, a county governing body may determine the vesting of property vacated under ORS 368.326 to 368.366 in the order or resolution that vacates the property."
- h. The statutory provision identified in Finding g. authorizes this Board to vest title upon vacation of the right of way in parties other than the property owners or abutting property owners.
- i. Pursuant to the statutory authority discussed in Findings g. and h. and as requested in the petition, (see Exhibit B), that portion of Daphne Avenue to be vacated, title will vest in the names: Mr. and Mrs. Walter Daggett, Mr. and Mrs. Rodney Beals, Mr. and Mrs. Eric Jacobsen. The side-lot lines of the abutting properties will be extended so as to form a right-angle intersection with the centerline of the portion of S.W. Daphne Avenue to be vacated as per the petition. All petitioners having consented to and agreed in this disposition of the vacated property.
- j. The County Engineer has filed a report (See Agenda Placement Request included with the Resolution) wherein pursuant to ORS 368.351(1) he finds that this proposed vacation is in the public's interest.

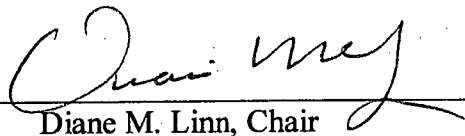
The Multnomah County Board of Commissioners Resolves:

1. The above-described portion of S.W. Daphne Avenue is hereby vacated as a public road.
2. The total cost for this vacation proceeding incurred by the County is \$1498.04, and the petitioner is directed to pay the remaining amount of \$233.04 to the County.
3. The County Surveyor will mark the plat as provided under ORS 271.230.
4. The Land Use and Transportation Division of the Department of Business and Community Services will record and file this Resolution in accordance with ORS 368.356(3), upon receipt of the amount owed to cover the County's incurred costs for this vacation proceeding.
5. That pursuant to ORS 368.366(2) title to the above described vacated property shall vest in the following individuals and no others: Mr. and Mrs. Walter Daggett, Mr. and Mrs. Rodney Beals, Mr. and Mrs. Eric Jacobsen.

ADOPTED this 19th day of December, 2002.



BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON


Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

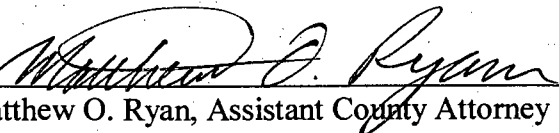
By 
Matthew O. Ryan, Assistant County Attorney

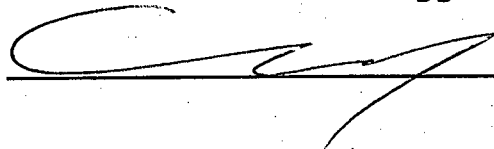
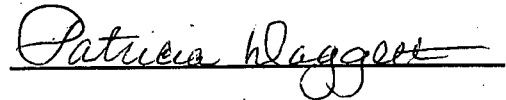
Exhibit 1

**Patrick J. Hinds
Engineer Tech Senior
Multnomah County
Transportation Division**

Re: S W Daphne Avenue Vacation

The parties involved in requesting the Daphne Avenue Vacation are aware that this vacation will effect the future developability of the abutting lots. We have no objection to this feature as our request to vacate is based on giving us the ability to clean up and maintain our joint property line.

Walter H. and Patricia Daggett

A stylized, handwritten signature in black ink, appearing to be 'W. H. Daggett', written over a horizontal line.A handwritten signature in black ink, appearing to be 'Patricia Daggett', written over a horizontal line.

July 18, 2002

ERIC W. JACOBSEN

October 4, 2002

Pat Hines
1600 SE 190th Avenue
Portland, OR 97233

Dear Mr. Hines:

We are writing to confirm to you that we understand that if Daphne is vacated as requested by the affected property owners, that it may impact our ability to divide and develop portions of our lot in the future.

Please feel free to contact us if you have any questions, or need additional information.

Sincerely,



Eric Jacobsen Marti Jacobsen



Dept. of Business and Community Services
MULTNOMAH COUNTY OREGON

Land Use and Transportation Program
1600 SE 190th Avenue
Portland, Oregon 97233-5910
(503) 988-5050

EXHIBIT 2

November 25, 2002

Board of County Commissioners
Multnomah Building
501 S.E. Hawthorne Boulevard
Portland OR 97214

RE: County Engineer's Report for the S.W. Daphne Avenue Street Vacation

Dear Commissioners:

This portion of SW Daphne Avenue consists of a 12' wide, gravel road, without curbs or sidewalks. SW Daphne Avenue is a local access road, and as such, Multnomah County Transportation Division does not maintain this portion of SW Daphne Avenue. As a local access road, no public money is spent on this section of SW Daphne, and all costs associated with this vacation request are the responsibility of the petitioners. The County has no plans to develop this portion of SW Daphne Avenue, nor has this local access road been addressed in the County's Comprehensive Plan. The costs of further developing this local access road are prohibitive and are not warranted by the transportation needs of the community.

This proposed street vacation was initiated by a petition of 100 percent of both the abutting, adjoining, and underlying property owners. Under ORS 368.351, a citizen-initiated vacation, by petition of 100 percent of the impacted parties, does not require the more comprehensive notice and publication of the hearing had there been opposition to the proposed vacation.

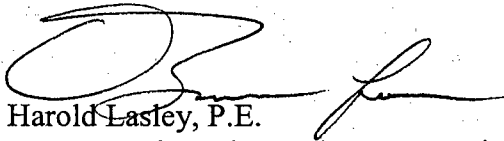
ORS 368.366(2) provides as follows: "Notwithstanding subsection (1) of this section, a county governing body may determine the vesting of property vacated under ORS 368.326 to 368.366 in the order or resolution that vacates the property." This statutory provision authorizes this Board to vest title upon vacation of the right of way in the names or abutting property owners.

I have reviewed this road and its location. I believe for all the reasons above stated, that the public interest is best served by vacating this portion of SW Daphne Avenue more particularly described in the Resolution. Consistent with community

County Engineer Report
Daphne Avenue Vacation
Page 2

involvement, development and intergovernmental cooperation, I am requesting that the Board of County Commissioners approve this Resolution vacating the identified portion of SW Daphne Avenue.

Sincerely,

A handwritten signature in black ink, appearing to read 'Harold Lasley', with a stylized flourish extending to the right.

Harold Lasley, P.E.
Transportation Director/County Engineer

PHRJ3986DaphneCoEngRpt

EXHIBIT "A"

Formal Request to Multnomah County from the owners of the property to be vacated
In accordance with ORS 368.341:

1. Legal description Attachment "A"

2. Statement of reason to vacate: The abutting property owners wish to extend the vacated portion of Daphne Avenue ^{150'} ~~170~~ feet North and establish a single property line as that which exists on the already vacated portion.

3. Persons holding recorded interest:

Mr. & Mrs. Walter Daggett
10434 S W Daphne Ave.

Mr. & Mrs. Eric Jacobson
01350 S W Radcliffe Road

Mr. & Mrs. David Bell
01509 S W Carey Lane

Dr. & Mrs. Rodney Beals
01350 S W Carey Lane

(Portland, OR 97219)

4. Persons owning improvements on said property: On the portion of property proposed for vacation that would be transferred to the Daggett's, there exists a garage, having been in place since the late '30's, that will continue to be used as such.

North West Natural and the Palatine Hill Water District, both have utilities paralleling the center line of the proposed vacation, approximately 10 feet to the East of said line. They have been so notified of the proposed vacation and are will respond ASAP.

5. (same as item 3.)

6. Signatures – 100% of the owners of land abutting the proposed property have issued checks amounting to their portion of the deposit covered in item #8.

7. As stated, the proposed property vacation will be divided as shown in the original subdivision plat accompanying this submission. *SEE EXHIBIT A AS ATTACHED*

8. Deposit: Checks from the abutting land owners have been submitted, totaling the stated deposit amount of \$1065.00.

ATTACHMENT "A"

LEGAL DESCRIPTION

PORTION OF S.W. DAPHNE AVENUE

THAT PORTION OF S.W. DAPHNE AVENUE SITUATED IN THE
SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 1 SOUTH, RANGE 1 EAST
OF THE WILLAMETTE MERIDIAN, MULTNOMAH COUNTY OREGON LYING
SOUTH OF A LINE BEING THE SOUTH LINE OF LOT 6 BLOCK 9, RIVERDALE
EXTENDED EASTERLY TO THE WEST LINE OF BLOCK 8, RIVERDALE
AND NORTHERLY OF THE NORTH LINE OF THAT PORTION OF S.W. DAPHNE
AVENUE VACATED BY ORDINANCE NO. 4773 DATED JULY 15, 1982 AS
RECORDED AUGUST 12, 1982 IN BOOK 1611 PAGE 1447, DEED RECORDS OF
MULTNOMAH COUNTY

155.34'

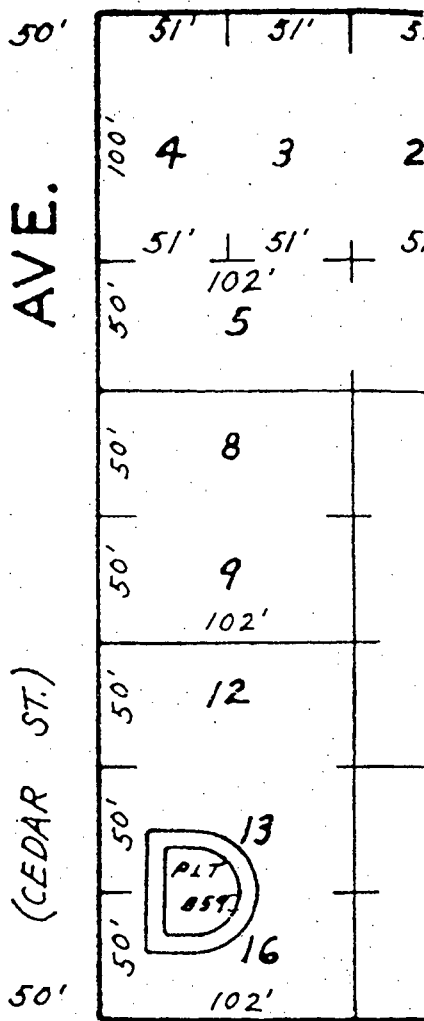
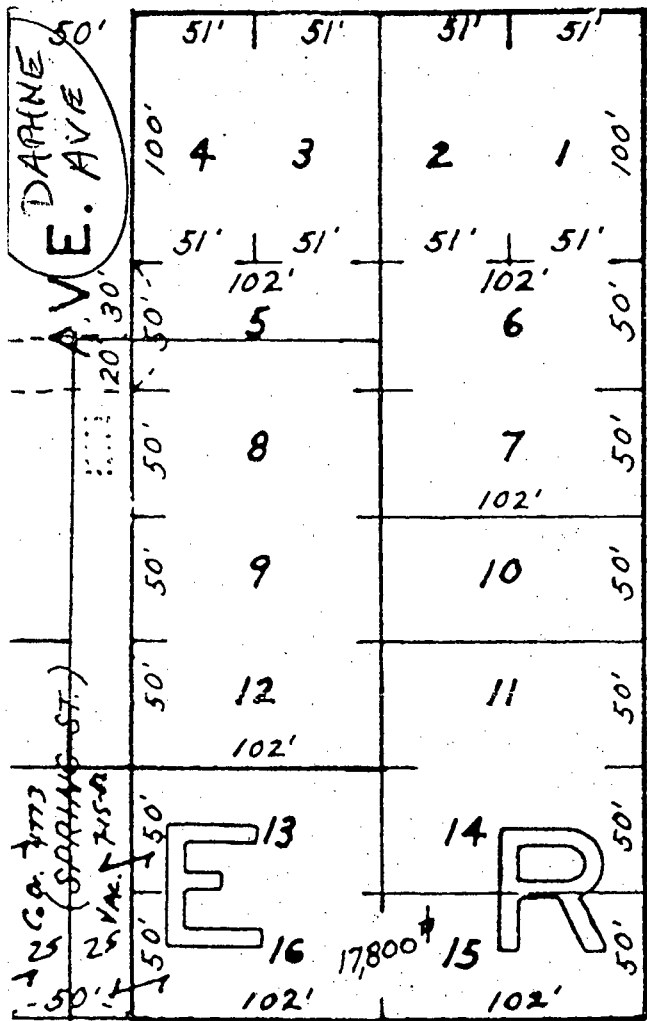
308.00'

(E)

RADCLIFFE

RD. 1277
CO. RES. 9-23-31

RO.



S.W. 8 CAREY

(LAUREL AVE) 7

MULTNOMAH COUNTY - DEPARTMENT OF ENVIRONMENTAL SERVICES
TRANSPORTATION DIVISION

1600 SE 190th Avenue
Portland, Oregon 97233

No. 0104

1/19, 2001

Received of WALTER DAGGETT; Rodney K. BEALS; ERIC JACOBSEN
One thousand Sixty Five + 00/100 Dollars

For Partial VOUCHER OF JILL DAPHNE AVE

533.00
\$ 156.50
\$ 375.50
Total \$ 1065.00

Department of Environmental Services

By Patricia J. G. 768

Lindy
603928-008

BOOK 1611 PAGE 1447

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Vacation of all that portion
of S. W. Daphne Avenue, from S. W. Carey Lane
North 100 feet, as a dedicated street, in
Multnomah County, Oregon, Vacation No. 4773.

ORDER OF FINAL VACATION

NO. 4773

The Petition, in proper legal form, of Rodney K. and Joyce Beal, and Richard G. and Joyce A. Ford, for the vacation of S. W. Daphne Avenue in Multnomah County, Oregon, more particularly hereinafter described, having been filed herein; and

It appearing that the Board of County Commissioners referred the Petition to the Director of the Department of Environmental Services for a report and recommendation as to the advisability of said Vacation, and the Director of Environmental Services filed a report and recommendation that the Petition for Vacation be granted, subject to certain conditions with respect to that portion of S. W. Daphne Avenue more particularly described as follows:

That part of S.W. Daphne Avenue (formerly Spring Street) in the Southwest quarter of Section 27, Township 1 South, Range 1 East of the Willamette Meridian, in the County of Multnomah and State of Oregon, more particularly described as follows:

Beginning at the Southwest corner of Lot 16, Block 8, RIVERDALE, in the County of Multnomah and State of Oregon, which point is also the intersection of the North line of S.W. Carey Lane with the East line of S.W. Daphne Avenue; thence North along the West line of Lots 16 and 13, Block 8, RIVERDALE, 100 feet to the Northwest corner of Lot 13, Block 8, RIVERDALE; thence West 50 feet to the Northeast corner of Lot 14, Block 9, RIVERDALE; thence South along the East lines of Lots 14 and 15, Block 9, RIVERDALE, 100 feet to the Southeast corner of Lot 15, Block 9, RIVERDALE; thence East 50 feet to the point of beginning.

It further appearing that the Board of County Commissioners considered the report and recommendations of the Director of Environmental Services, and no written or oral objections were filed or heard; and

It further appearing that in accordance with Oregon Law, the Board of County Commissioners has determined that no further notice be given or hearing be held in this matter; it is therefore

ORDERED that the above described portion of S. W. Daphne Avenue be, and the same is hereby vacated as a dedicated street.

ORDER - Page 1

45254

15:00

3503 884 7274

FIDEL. NAT. TITL.

003/004

11:27

3503 227 8423

BOOK 1611 PAGE 1448

Page 2

ORDER OF FINAL VACATION NO. 4773
S. W. Daphne Avenue from SW Carey Lane North

FURTHER ORDERED that an easement is hereby reserved for Palatine Hill Water District, their successors and assigns, over the easterly one-half of that portion of S. W. Daphne Avenue being vacated, and the right is reserved unto them to maintain, continue, repair, reconstruct, renew, replace and/or rebuild the existing waterline; that no building or structure of any kind shall be built or erected within the easement except with the prior written consent of the County Engineer and the owner of the utility; and it is

FURTHER ORDERED that the Order of Final Vacation be recorded in the Deed Records of Multnomah County.

July 15, 1982

(SEAL)

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

By Caroline Miller
Presiding Officer

APPROVED AS TO FORM

JOHN B. LEAHY
County Counsel for
Multnomah County, Oregon

By John B. Leahy
Deputy

45254

Risk Environment & Land

Agent: Carmen C Giancana
Telephone: (503)721-2443
Toll Free: 1(800)422-4012 x2443
Fax: 1(503)721-2516



NW Natural

220 NW 2ND AVENUE
PORTLAND, OR 97209

TEL 503.226.4211

www.nwnatural.com

April 30, 2001

Walter Daggett
10434 SW Daphne Avenue
Portland, OR 97219

RE: Our file: 01-M-01660-Q
Location: Daphne Ave, Portland, OR 97219

Dear Mr. Daggett:

We have reviewed your submittal for approval of the vacation of a portion of SW Daphne Avenue.

Our records indicate that we have an existing gas line along the east right-of-way line of Daphne Avenue. We would appreciate you reserving an easement the full width and length of the area to be vacated to insure our facilities are protected and for any future extension of our gas facilities.

Please submit to us a copy of the street vacation once it is recorded.

Thank you.

Sincerely,

Carmen C. Giancana, Agent
Risk & Land Management

Risk Environment & Land

Agent: Carmen C Giancana
Telephone: (503)721-2443
Toll Free: 1(800)422-4012 x2443
Fax: 1(503)721-2516



July 15, 2002

Pat Hinds
Multnomah Count
1600 SE 190th. Ave.
Portland, OR 97233-5910


RE: Our File: 01-M-01660-Q
Location: Daphne Ave., Portland, OR 97219

Mr. Hinds:

This is to confirm our conversation of today for reservation of a easement along that portion of Daphne Avenue that is to be vacated. We are in agreement that a 25 foot wide area and the length of the area to be vacated on the east side of Daphne is sufficient to insure our facilities and for future maintenance.

Thank you.

Sincerely,



Carmen C. Giancana, Agent
Risk & Land Management

Enclosure



Murray, Smith & Associates, Inc.
Engineers/Planners

121 S.W. Salmon, Suite 900 ☎ Portland, Oregon 97204-2920 ☎ PHONE 503.225.9010 ☎ FAX 503.225.9022

94-0304.401
August 1, 2001

Mr. Walter Daggett
10434 S.W. Daphne Avenue
Portland, Oregon 97219

Re: Request to Vacate Portion of S.W. Daphne Avenue

Dear Mr. Daggett:

Murray, Smith & Associates, Inc. (MSA) is retained by the Palatine Hill Water District as District Manager and District Engineer. On behalf of the Palatine Hill Water District, we have reviewed your request to Multnomah County for vacation of the portion of S.W. Daphne Avenue abutting the west side of your property. Palatine Hill Water District owns, operates, and maintains a 6-inch diameter water main that is located in this portion of S.W. Daphne Avenue.

Palatine Hill Water District does not object to the proposed vacation, provided that the vacation order includes the following language establishing a permanent easement in Palatine Hill Water District's name:

"An easement is hereby reserved for Palatine Hill Water District, their successors and assigns, over the entire portion of S.W. Daphne Avenue being vacated, and the right is reserved unto them to maintain, continue, repair, reconstruct, renew, replace and/or rebuild the existing water line, including the right to cut, trim and remove trees, shrubs, brush, overhanging branches and other obstructions necessary for the District's use of this easement with no obligation to the District for replacement of said removed items; that no building or structure of any kind shall be built or erected within the easement except with the prior written consent of the Palatine Hill Water District."

We would be happy to answer any questions you might have regarding the above language, and would appreciate receiving a copy of the final vacation order issued by Multnomah County.

Sincerely,

MURRAY, SMITH & ASSOCIATES, INC.

James L. Helton, P.E.
District Engineer, Palatine Hill Water District

cc: Palatine Hill Water District
Bob Kennedy
Patrick Hinds, Multnomah County



Murray, Smith & Associates, Inc.
Engineers/Planners

121 S.W. Salmon, Suite 900 • Portland, Oregon 97204-2920 • PHONE 503.225.9010 • FAX 503.225.9022

94-0304.401
July 31, 2002

Mr. Patrick Hinds
Multnomah County
1600 SE 190th Avenue
Portland, Oregon 97233

Re: Request to Vacate Portion of S.W. Daphne Avenue

Dear Mr. Hinds:

This letter is in response to your request for confirmation that Palatine Hill Water District requires that a permanent waterline easement be reserved in the proposed vacated portion of S.W. Daphne Avenue for the purpose of accessing and maintaining an existing 6-inch diameter public water main that is located within this portion of the road and for future replacement of the main as it becomes necessary.

Murray, Smith & Associates, Inc. (MSA) is retained by Palatine Hill Water District as District Manager and District Engineer. We were contacted last year by one of the property owners abutting the proposed vacation. On behalf of the District, we provided a letter (copy enclosed) stating that the District was not opposed to the vacation as long as appropriate language was included in the vacation order that established a permanent easement in Palatine Hill Water District's name for accessing, maintaining, repairing, reconstructing, renewing, replacing and/or rebuilding the existing water line. Recommended easement language was included in the letter.

The abutting portion of S.W. Daphne Avenue was previously vacated by the Board of County Commissioners in 1982 in Order of Final Vacation No. 4773 (copy enclosed). Similar language was included in that order granting the District an easement for the existing waterline.

As previously stated, Palatine Hill Water District does not object to the current proposed vacation, provided that the vacation order includes acceptable language establishing a waterline easement in Palatine Hill Water District's name. This easement is crucial to allow the District to continue providing public water service meeting all current state and federal standards to the properties on each end of the vacated street.

We would be happy to answer any questions you might have and to review the easement language placed in the draft vacation order prior to submittal to the Board of County Commissioners for adoption.

Sincerely,
MURRAY, SMITH & ASSOCIATES, INC.

James L. Helton, P.E.
District Engineer, Palatine Hill Water District

cc: Palatine Hill Water District
Bob Kennedy



Murray Smith & Associates, Inc.
Engineers/Planners

121 S.W. Salmon, Suite 900 | Portland, Oregon 97204-2920 | PHONE 503.225.9010 | FAX 503.225.9022

94-0304.401
August 2, 2002

Mr. Patrick Hinds
Multnomah County
1600 SE 190th Avenue
Portland, Oregon 97233

Re: Request to Vacate Portion of S.W. Daphne Avenue

Dear Mr. Hinds:

Per our most recent discussion, this letter is to confirm that Palatine Hill Water District requires that a permanent waterline easement be reserved in the easterly half of the proposed vacated portion of S.W. Daphne Avenue for the purpose of accessing and maintaining an existing 6-inch diameter public water main that is located within this portion of the road and for future replacement of the main as it becomes necessary. This easement is crucial to allow the District to continue providing public water service meeting all current state and federal standards to the properties on each end of the vacated street.

Murray, Smith & Associates, Inc. (MSA) is contracted by Palatine Hill Water District as District Manager and District Engineer. After our discussion, we confirmed that the existing waterline is located within the easterly half of S.W. Daphne Avenue. Therefore, on behalf of the District, we concur that the easement language for this proposed vacation can match the easement language provided in the vacation order of the abutting portion of S.W. Daphne Avenue, which was previously vacated by the Board of County Commissioners in 1982 in Order of Final Vacation No. 4773, written as follows:

"FURTHER ORDERED that an easement is hereby reserved for Palatine Hill Water District, their successors and assigns, over the easterly one-half of that portion of S.W. Daphne Avenue being vacated, and the right is reserved unto them to maintain, continue, repair, reconstruct, renew, replace and/or rebuild the existing waterline; that no building or structure of any kind shall be built or erected within the easement except with the prior written consent of the County Engineer and the owner of the utility."

Please provide copies of the draft and final vacation orders for our records. Thank you.

Sincerely,

MURRAY, SMITH & ASSOCIATES, INC.

James L. Helton, P.E.
District Engineer, Palatine Hill Water District

cc: Palatine Hill Water District
Bob Kennedy



**Office of Planning
and
Development Review**
Land Use Review Division

1900 SW Fourth Ave., Suite 5000
Portland, Oregon 97201
Telephone: (503) 823-7300
TDD: (503) 823-6868
FAX: (503) 823-5630
www.opdr.ci.portland.or.us

Date: July 17, 2002
To: Patrick Heinz, Multnomah County Transportation (503) 988-6108 (fax)
From: Rebecca Esau, LUR Division, OPDR *RE*
RE: Street Vacation Request at SW Daphne, south of Radcliffe, near Daggett property

The Portland Office of Planning and Development Review has no objection to the street vacation request, on one condition: the lot owned by the Daggett's must have at least 30 feet of frontage on a street.

EXHIBIT "R"

LEGAL DESCRIPTION

PORTION OF S.W. DAPHNE AVENUE

THAT PORTION OF S.W. DAPHNE AVENUE SITUATED IN THE
SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 1 SOUTH, RANGE 1 EAST
OF THE WILLAMETTE MERIDIAN, MULTNOMAH COUNTY OREGON LYING
SOUTH OF A LINE BEING THE SOUTH LINE OF LOT 6 BLOCK 9, RIVERDALE
EXTENDED EASTERLY TO THE WEST LINE OF BLOCK 8, RIVERDALE
AND NORTHERLY OF THE NORTH LINE OF THAT PORTION OF S.W. DAPHNE
AVENUE VACATED BY ORDINANCE NO. 4773 DATED JULY 15, 1982 AS
RECORDED AUGUST 12, 1982 IN BOOK 1611 PAGE 1447, DEED RECORDS OF
MULTNOMAH COUNTY

The above "Legal Description" of the portion of S W Daphne Avenue being
considered for vacation and the attached map of the same, correctly describe my
(our) understanding of the request for vacation and my (our) portion, if any, of the
property in question.

David K. Bell
Mona Janey Bell

State of OREGON

County of Multnomah

Signed or attested before me on February 25 2002

By DAVID K. BELL (name [s] of person [s])

MONA JANAY BELL

Dell Mudrick
(signature of notarial officer)

(seal, if any)

Receptionist & Secretary



Title (and Rank)

My commission expires: 1-29-2005

Beal (50' x 25')

NOT INCLUDED

AVE)

RADCLIFFE

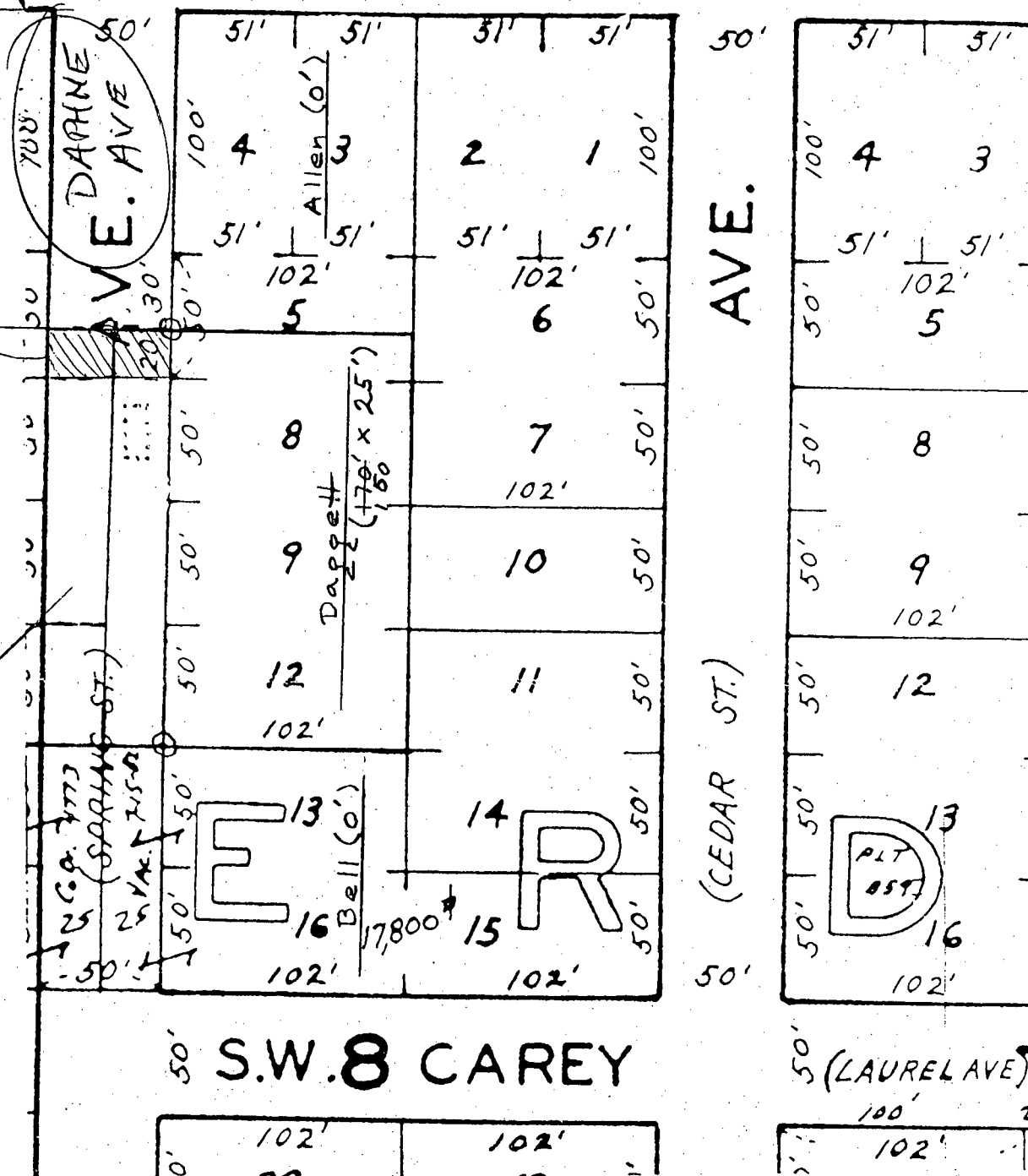
RD. 1277
CO. RES. 9-23-31

AV
E

(CEDAR ST.)

S.W.8 CAREY

5 (LAUREL AVE)



LEGAL DESCRIPTION

PORTION OF S.W. DAPHNE AVENUE

THAT PORTION OF S.W. DAPHNE AVENUE SITUATED IN THE
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Reedney Kenneth Beaus

State of OREGON

County of Multnomah

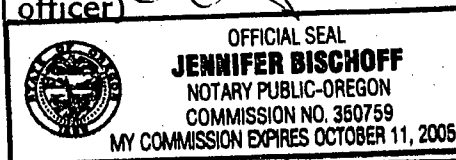
Signed or attested before me on February 20, 2002

By Reedney Kenneth Beaus (name [s] of person [s])

Doncha

(signature of notarial officer)

(seal, if any)



Title (and Rank)

My commission expires: Oct. 11 2005

155.34'

500.00'

AVE)

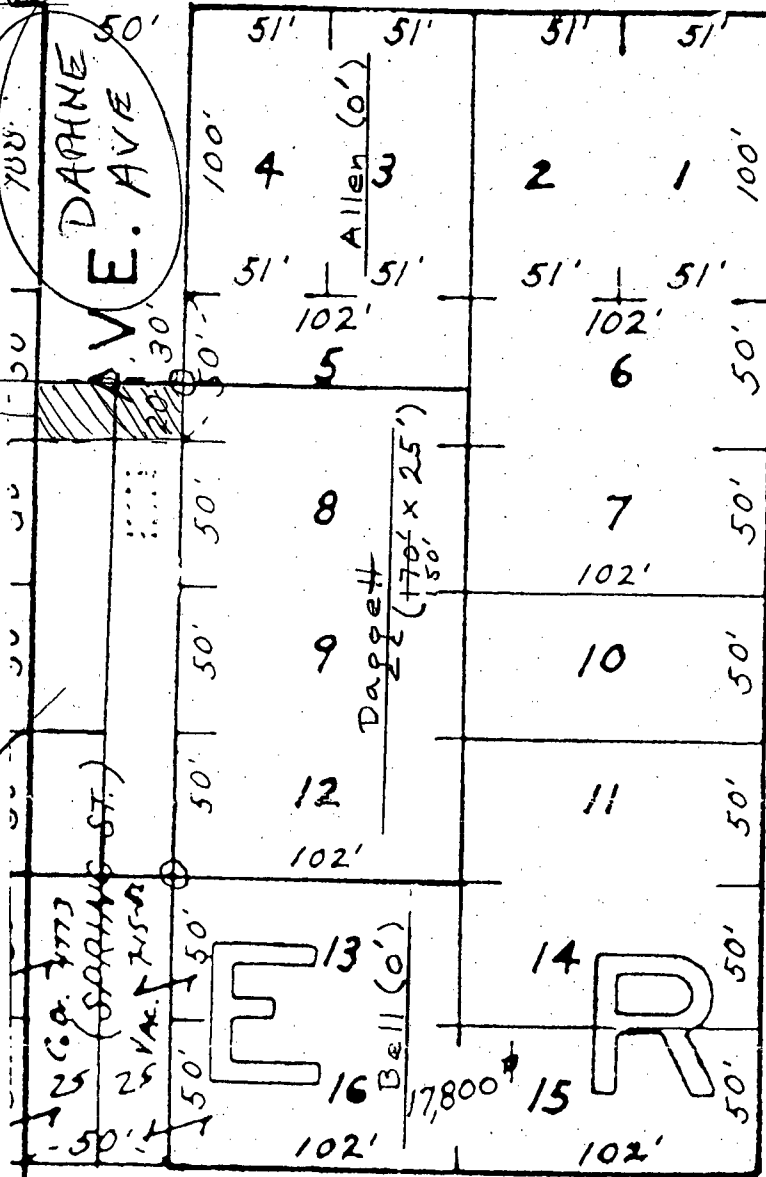
RADCLIFFE

RD. 1277
CO. RES. 9-23-31

Jacobson (120' x 25')
100'

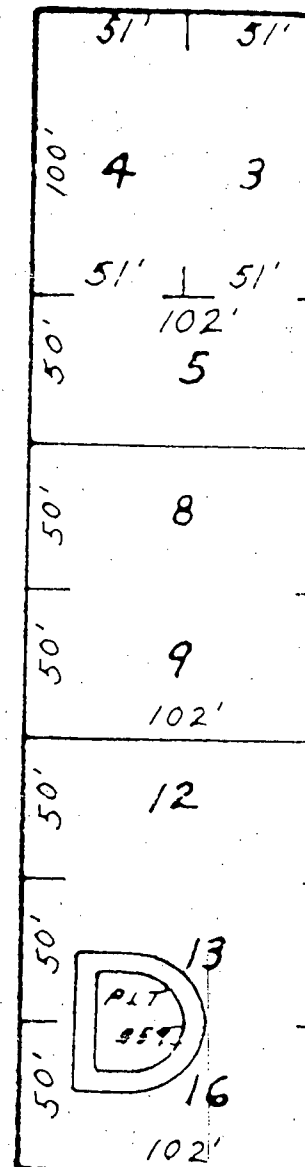
NOT INCLUDED

DAPHNE
AVE.



AVE.

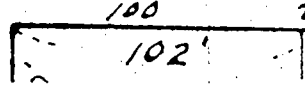
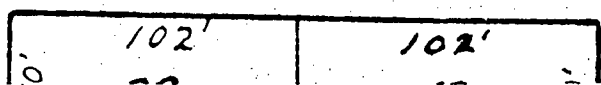
(CEDAR ST.)



Beal (50' x 25')

S.W. 8 CAREY

(LAUREL AVE)




LEGAL DESCRIPTION

PORTION OF S.W. DAPHNE AVENUE

THAT PORTION OF S.W. DAPHNE AVENUE SITUATED IN THE
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property in question.



Patricia Haggett

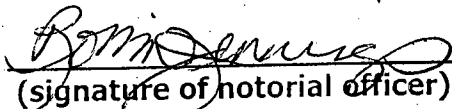
State of OREGON

County of Multnomah

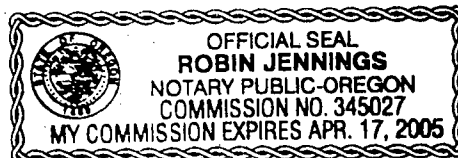
Signed or attested before me on 2/21/02

By WALTER H. DACCETT (name [s] of person [s])

PATRICIA DACCETT


(signature of notarial officer)

(seal, if any)



Title (and Rank)

My commission expires:

April 17, 2005

200.000

RADCLIFFE

RD. 1277
CO. RES. 9-23-31

Beal (50' x 25')

Not included

DAPHNE
E. AVE

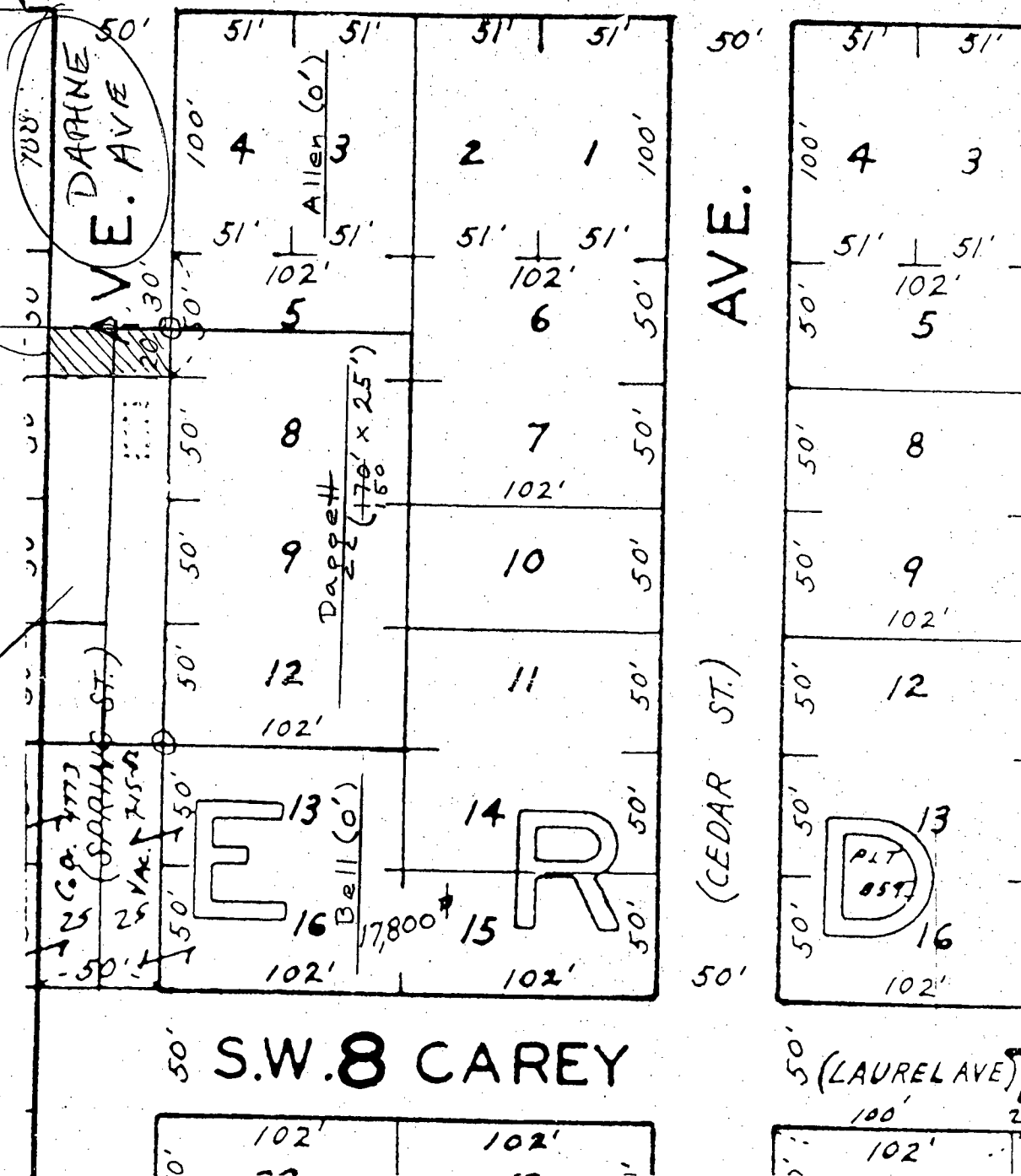
~~its shadows~~

S.W.8 CAREY

AVENUE

(CEDAR ST.)

(LAUREL AVE)



LEGAL DESCRIPTION

PORTION OF S.W. DAPHNE AVENUE

THAT PORTION OF S.W. DAPHNE AVENUE SITUATED IN THE
SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 1 SOUTH, RANGE 1 EAST
OF THE WILLAMETTE MERIDIAN, MULTNOMAH COUNTY OREGON LYING
SOUTH OF A LINE BEING THE SOUTH LINE OF LOT 6 BLOCK 9, RIVERDALE
EXTENDED EASTERLY TO THE WEST LINE OF BLOCK 8, RIVERDALE
AND NORTHERLY OF THE NORTH LINE OF THAT PORTION OF S.W. DAPHNE
AVENUE VACATED BY ORDINANCE NO. 4773 DATED JULY 15, 1982 AS
RECORDED AUGUST 12, 1982 IN BOOK 1611 PAGE 1447, DEED RECORDS OF
MULTNOMAH COUNTY

The above "Legal Description" of the portion of S W Daphne Avenue being
considered for vacation and the attached map of the same, correctly describe my
(our) understanding of the request for vacation and my (our) portion, if any, of the
property in question.

Eric Jacobsen
Marti Jacobsen

State of OREGON

County of Multnomah

Signed or attested before me on 2-27-02

By ERIC Jacobsen (name [s] of person [s])
Marti Jacobsen

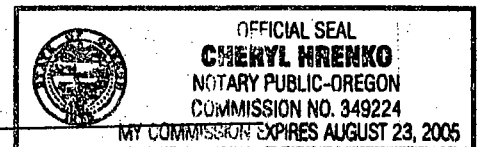
Cheryl Hrenko
(signature of notarial officer)

(seal, if any)

Branch Manager

Title (and Rank)

My commission expires: 8-23-05

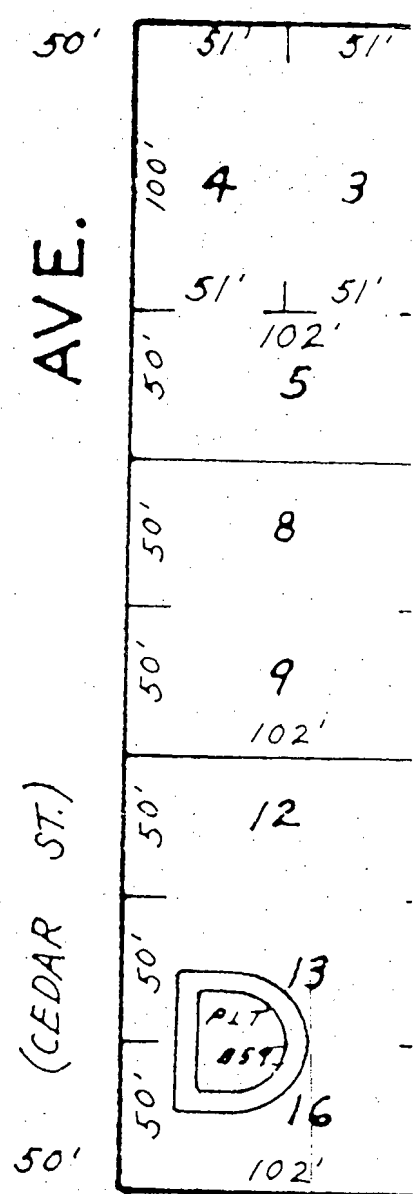
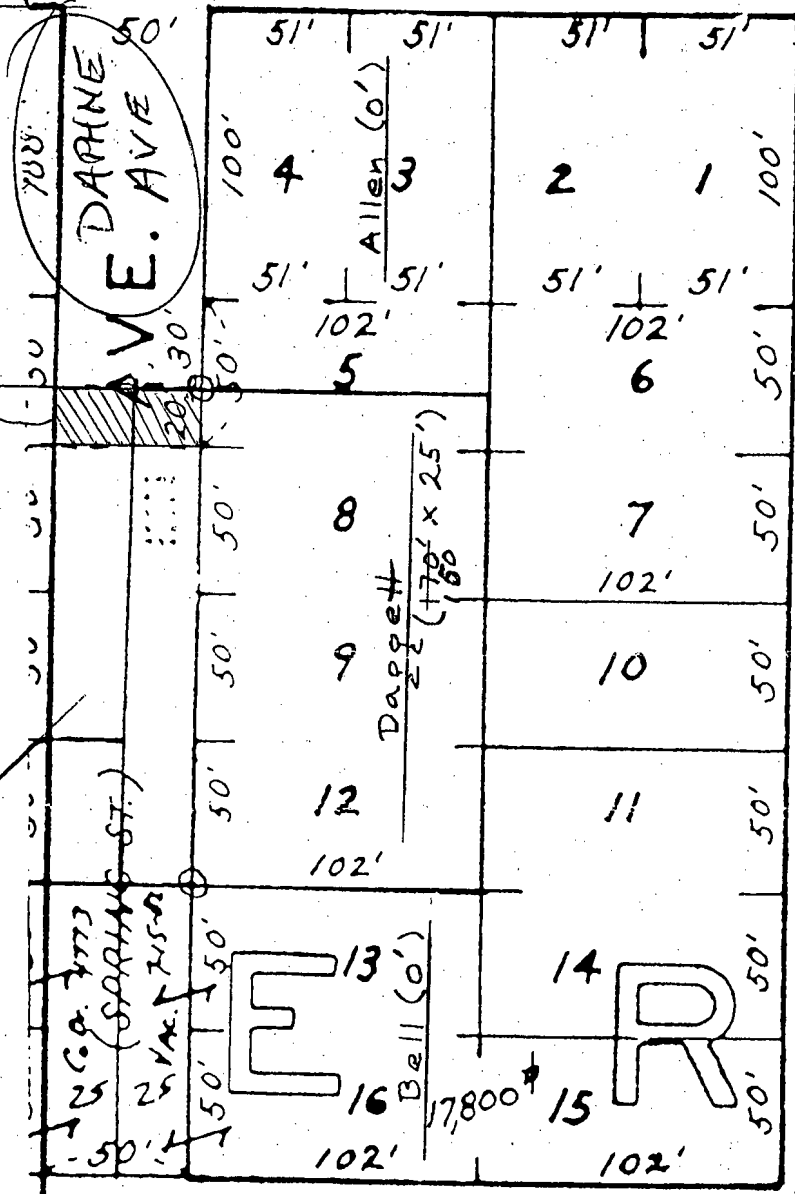


135.34' 500.00'

AVE) RADCLIFFE RD. 1277
CO. RES. 9-23-31

Jacobson (420' x 25')
100'

NOT INCLUDED



Beal (50' x 25')

50' S.W. 8 CAREY
0' 102' 102'

50' (LAUREL AVE)
100' 102'

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

ORDER NO. 02-156

Reappointing Bob Fee as a Commissioner to the Ramsey-Walmar Special Road District

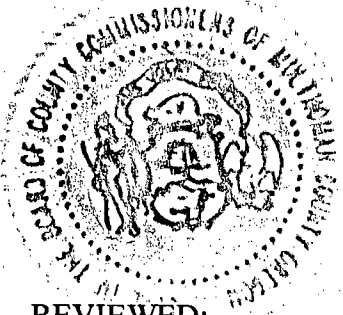
The Multnomah County Board of Commissioners Finds:

- a. The Multnomah County Board of Commissioners formed the Ramsey-Walmar Special Road District by Order on September 19, 1985, in accordance with ORS 371.305 to 371.360 for the purpose of providing regular maintenance of roads within the District not maintained by Multnomah County because such roads do not meet County standards.
- b. ORS 371.338 provides the powers of the special road district vested in a board of three Commissioners appointed by the Board of Commissioners.
- c. On March 21, 2002 pursuant to Order 02-042, Mr. Bob Fee was appointed as a Commissioner of the Ramsey-Walmar Special Road District, to fill the unexpired term of resigning Commissioner Charles Fuchs. Said term ends December 31, 2002.
- d. Mr. Bob Fee has indicated he is willing and able to continue to serve.

The Multnomah County Board of Commissioners Orders:

1. Bob Fee is reappointed as a Commissioner of the Ramsey-Walmar Special Road District, for a three year term to begin January 1, 2003 and ending December 31, 2005, consistent with ORS 371.338(1).
2. Pursuant to ORS 371.338(3), before entering upon the duties of office, Mr. Fee shall take and subscribe an oath to support the Constitution and laws of the State of Oregon and of the United States, and to well and faithfully perform the duties of office to the best of his knowledge and ability.

ADOPTED this 19th day of December, 2002.



BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By
Matthew O. Ryan, Assistant County Attorney

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. 1004

Amending County Land Use Code, Plans and Maps to Adopt Troutdale's Recent Land Use Code, Plan and Map Revisions in Compliance with Metro's Functional Plan, and Declaring an Emergency

The Multnomah County Board of Commissioners Finds:

- a. The Board of County Commissioners adopted Resolution A in 1983 which directed the County services towards rural services rather than urban.
- b. In 1996, Metro adopted the Functional Plan for the region, mandating that jurisdictions be in compliance with the goals and policies adopted by the Metro Council.
- c. In 1998, the County and the City of Troutdale (City) amended the urban services agreement to include an agreement that the City of Troutdale would provide planning services to achieve compliance with the Functional Plan for those areas outside the City limits, but within the urban growth boundary and urban service boundary of Troutdale.
- d. It is impracticable to have the County Planning Commission conduct hearings and make recommendations on land use legislative actions pursuant to MCC 37.0710, within unincorporated areas inside the Urban Growth Boundary for which the City provides urban planning and permitting services. The Board intends to exempt these areas from the requirements of MCC 37.0710, and will instead consider the recommendations of the Troutdale Planning Commission and City Council when legislative matters for these areas are brought before the Board for action as required by intergovernmental agreement (County Contract #4600003407) (IGA).
- e. The Board amended County land use codes, plans and maps to adopt the City's land use codes, plans and maps in compliance with Metro's Functional Plan by Ordinance 973 (1/31/2002).
- f. Since the adoption of Ordinance 973, the City's Planning Commission recommended the land use code, plan and map amendments to the City Council through duly noticed public hearings.
- g. The City notified affected County property owners as required by the IGA.
- h. The City Council adopted the land use code, plan and map amendments, set out in Section 1 below and attached as Exhibit 1. The IGA requires that the County adopt these amendments for the City planning and zoning administration within the affected areas.

Multnomah County Ordains as follows:

Section 1. The County Comprehensive Framework Plan, community plans, rural area plans, sectional zoning maps, and land use code chapters are amended to include the City land use code, plan, guideline and map amendments, attached as Exhibit 1 and effective on the same date as the respective Troutdale ordinance:

Exhibit No.	Ordinance	Effective Date
1	An Ordinance amending Troutdale Development Code Chapters 1, 3, and 6 relating to definitions, Industrial Zoning Districts and Annexations and amending the Zoning District Map (City Ord. 724)	10/9/2002

Section 2. In accordance with ORS 215.427(3), the changes resulting from Section 1 of this ordinance shall not apply to any decision on an application that is submitted before the applicable effective date of this ordinance and that is made complete prior to the applicable effective date of this ordinance or within 180 days of the initial submission of the application.

Section 3. In accordance with ORS 92.040(2), for any subdivisions for which the initial application is submitted before the applicable effective date of this ordinance, the subdivision application and any subsequent application for construction shall be governed by the County's land use regulations in effect as of the date the subdivision application is first submitted.

Section 4. Any future amendments to the legislative matters listed in Section 1 above, are exempt from the requirements of MCC 37.0710. The Board acknowledges, authorizes and agrees that the Troutdale Planning Commission will act instead of the Multnomah Planning Commission in the subject unincorporated areas using the City's own procedures, to include notice to and participation by County citizens. The Board will consider the recommendations of the Troutdale Planning Commission when legislative matters for County unincorporated areas are before the Board for action.

Section 5. An emergency is declared in that it is necessary for the health, safety and general welfare of the people of Multnomah County for this ordinance to take effect concurrent with the City code, plan and map amendments. Under section 5.50 of the Charter of Multnomah County, this ordinance will take effect in accordance with Section 1.

FIRST READING AND ADOPTION:

December 19, 2002



BOARD OF COUNTY COMMISSIONERS,
FOR MULTNOMAH COUNTY, OREGON



Diane M. Linn, Chair

REVIEWED:

Thomas Sponsler, County Attorney
For Multnomah County, Oregon

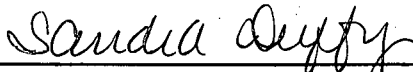
By 
Sandra N. Duffy, Deputy County Attorney

EXHIBIT 1

ORDINANCE NO. 724

AN ORDINANCE AMENDING TROUTDALE DEVELOPMENT CODE CHAPTERS 1, 3 AND 6 RELATING TO DEFINITIONS, INDUSTRIAL ZONING DISTRICTS AND ANNEXATIONS AND AMENDING THE ZONING DISTRICT MAP.

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The Troutdale Citizens Advisory Committee reviewed these proposed amendments over a course of six meetings between November 2001 and June 2002. The Planning Commission held public hearings on July 17 and August 21, 2002, to take public testimony and forwarded a recommendation to the City Council to adopt these proposed amendments to the Troutdale Development Code (TDC) and Zoning District Map.
2. In compliance with TDC 15.010B, the amendments to the Development Code text were initiated by the Planning Commission and are being processed as a legislative procedure. In compliance with ORS 227.160 to 227.185, notification of the proposed text amendments was mailed to affected property owners on May 3, 2002. Notice was also published in the local newspaper, the Outlook, on July 6, 2002 and August 31, 2002.
3. In compliance with TDC 15.010C, the amendments to the Zoning District map were initiated by the Planning Commission and processed as a legislative procedure. In compliance with ORS 227.160 to ORS 227.185, notification of the proposed map amendments was mailed to affected property owners on May 3, 2002. Notice was also published in the local newspaper, the Outlook, on July 6, 2002 and August 31, 2002.
4. The Council determined during the August 27, 2002, hearing that the Planning Commission's recommended text and zoning district map amendments should be revised as follows:
 - Retain the Industrial Park zoning district and retain the IP zoning on the Mount Hood Community College properties.
 - Remove recreational vehicle parks from the conditional use list in the Light Industrial zoning district.
 - Remove self-service storage (mini-storage) from the permitted uses in the industrial zones.

- Set aside the text amendments pertaining to annexation for action at a later date.

These changes are reflected in Attachment A, the Troutdale Development Code text amendments and Attachment B, the Zoning District Map amendment.

5. In compliance with TDC 15.010E, amendments may be considered at any time, and may follow or be in conjunction with other amendments. Amendments to the Troutdale Development Code text include revisions to the definitions and the Light Industrial and General Industrial zones (Attachment A).
6. In compliance with TDC 15.050(A)(2) the public need is best satisfied by these text amendments.
7. In compliance with TDC 15.050(A)(3) the text amendments will not adversely affect the health, safety, and welfare of the community.
8. In compliance with TDC 15.050(A)(4), the particular text amendments to the Troutdale Development Code do not conflict with applicable Comprehensive Land Use Plan goals and policies. The text amendments are consistent with the Metro Urban Growth Management Functional Plan.
9. In compliance with TDC 15.050(C)(1), the proposed Zoning District Map amendments will rezone properties identified on Attachment B from Industrial Park to Light Industrial. These properties are already within the Industrial Plan area, and the Light Industrial zoning district is consistent with the description and policies for the applicable comprehensive land use plan classification.
10. In compliance with TDC 15.050(C)(2), the uses permitted in the Light Industrial zoning district, can be accommodated on the sites proposed to be rezoned from Industrial Park to Light Industrial without exceeding the physical capacity of those sites.
11. In compliance with TDC 15.050(C)(3), there are adequate public facilities, services, and transportation networks in place, or planned, or that can be provided concurrently with development within the areas affected by the proposed Zoning District Map amendments. The Zoning District Map amendments will remove the trip cap applied to properties as a condition of approval for Zone Change File 96-079 adopted by Ordinance No. 648 pertaining to the Port of Portland properties and Zone Change File No. 97-116 pertaining to the I-84 Corporate Center properties.

12. In compliance with TDC 15.050(C)(4), the Zoning District Map amendments will not interfere with the livability, development, or value of other land in the vicinity of site-specific proposals when weighed against the public interest in granting the proposed amendment.
13. In compliance with TDC 15.050(C)(5), the Zoning District Map amendments will not be detrimental to the general interest of the community.
14. Notice of the public hearing has been provided in accordance with applicable laws.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TROUTDALE

The Troutdale Development Code is hereby amended to read as shown in Attachment A and the Zoning District Map is amended to designate the Light Industrial Zoning District on properties identified in Attachment B and Attachment C.

YEAS: 6
NAYS: 0
ABSTAINED: 0


Paul Thalhofer, Mayor

Dated: 10-9-02


Debbie Stickney, City Recorder

Adopted: October 8, 2002

CHAPTER 1 – INTRODUCTORY PROVISIONS

- 1.020 General Definitions. As used in this code, the following words and phrases shall have the following meanings:
- .01 Abutting. Adjoining with any common boundary line(s).
 - .02 Access. The place, means, or way by which pedestrians and vehicles shall have safe, adequate, and usable ingress and egress to a property of use.
 - .03 Accessway. Paved pathways which provide direct and continuous pedestrian and/or bicycle passage through blocks. Accessways are designed to provide continuous pedestrian/bicycle routes by connecting a public street to another street or residential area, neighborhood activity center, industrial or commercial center, transit facility, park, school, open space, or trail system.
 - .04 Accessory Residential Unit. A second dwelling unit either within or added to a detached single-family dwelling that includes separate kitchen, bathroom, and sleeping area(s).
 - .05 Accessory Structure. A non-residential structure which is subordinate to the principal structure that is located on the same lot serving purposes clearly incidental to the principal structure. Accessory structures include detached garages, detached carports, storage sheds, gazebos, detached decks over 12 inches in height, play structures, or other structures detached from the primary structure determined to be similar by the Director.
 - .06 Accessory Use. A non-residential use of a structure serving purposes clearly incidental to the principal use.
 - .07 Adjacent. Adjacent means near, close; for example, an industrial district across the street or highway from a commercial district shall be considered as adjacent.
 - .08 Adult Foster Home (AFH). Any family home or facility in which residential care is provided for five or fewer adults who are not related to the provider by blood or marriage, with exclusions as noted in ORS 443.715.
 - .09 Aggregate Resource. Any and all rock, sand, soil, or gravel product extracted for commercial, industrial, or construction use from natural deposits.

- .10 Alley. Any public right-of-way less than 16 feet in width which has been dedicated or deeded to the public for public use.
- .11 Apartment Building. See Dwelling, Multiple-Family.
- .12 Apartment Unit. An individual dwelling unit within a multiple-family dwelling, or constructed above, below, behind, or beside another use, including mixed-use dwellings.
- .13 Attached Residential Dwelling. See Dwelling, Attached.
- .14 Automobile Wrecking Yard. See Junk Yard.
- .15 Bikeway. Any street or path which in some manner is specifically designated for the use of bicycles, or for shared use by bicycles, and other transportation modes compatible with bicycle use. The term "bikeway" includes bike lane and bike path.
- .16 Bike Lane. A portion of a street or shoulder designated for use by bicycles through the application of a paint stripe.
- .17 Bike Path. A separate trail or path closed to motor vehicle use which is for the exclusive use of bicycles or the shared use of bicycles and pedestrians.
- .18 Boarding, Lodging, or Rooming House. Any building, or portion thereof, containing not more than five guestrooms where rent is paid.
- .19 Building, Height of. The vertical distance from the average grade to the highest point of the roof of the building.
- .20 Carpool/Vanpool. A group of two or more commuters who share the ride to and from work, school, or other destinations.
- .21 Child Care Facility. See Day Care Facility.
- .22 City Administrator. The appointed chief administrative officer of the City who is responsible for the administration of all City ordinances, and who may make final determinations on all administrative decisions made by the Director or designated official.
- .23 Clear Vision Area. The area near intersections of roadways and ingress/egress points where a clear field of vision is necessary for public safety.

- 24 Clinic. A building, or portion of a building, containing one or more offices for providing medical, dental, or psychiatric services not involving overnight housing of patients.
- 25 Clustering. A development design technique that concentrates buildings in specific areas on the site to allow the remaining land to be used for recreation, common open space, and preservation of environmentally sensitive features.
- 26 Community Service Use. A noncommercial use established primarily for the benefit and service of the population of the community or region in which it is located. Community service uses include, but are not limited to, schools, churches, community centers, fire stations, libraries, hospitals, fraternal lodges, cemeteries, and government-owned or government-operated structures or land used for public purposes.
- 27 Congregate Housing. Housing for retirement-age citizens and their spouses or the surviving spouse, the developmentally disabled, or handicapped persons, which provides a minimum of services to accommodate the needs of residents. Such a facility usually includes separate apartments, with or without kitchens, a communal dining facility, housekeeping, organized social and recreational activities, transportation services, and other support services appropriate for the residents. Congregate housing may include assisted living facilities and services.
- 28 Corporate Headquarters. A complex of buildings whose purpose is to be the administrative center of a business enterprise. Corporate headquarters may include ancillary services for office workers, such as a restaurant, coffee shop, newspaper or candy stand, and child care facilities.
- 29 Day Care, Certified, or Group Day Care Home. A day care facility certified by the State of Oregon Department of Human Resources located in a building constructed as a single-family dwelling that is certified to care for no more than 12 children.
- 30 Day Care, Family Provider. A day care facility providing care in the provider's home in the family living quarters for six or fewer children full-time, with up to four additional full- or part-time children when school is not in session during the regular school year. During the summer when school is not in session, there may be up to four additional part-time children of any age in care, and shall be in care no more than four hours per day. There shall be no more than ten children at any given time, including the provider's children.

- 31 Day Care Center or Day Care Facility. Any facility providing full-time care to more than 12 children in a structure other than a single-family residential dwelling.
- 32 Development. Any manmade change to improved or unimproved real estate including, but not limited to, construction, installation or change of a building or structure; land division; storage on the land; tree cutting; drilling; and site alteration such as that due to land surface mining, dredging, grading, paving, excavating, or clearing.
- 33 Development Permit. A permit issued for decks, accessory structures, and similar structures which requires zoning approval, but does not require a building permit.
- 34 Director. The appointed city official who is responsible for the administration of community development and related ordinances.
- 35 Distribution Center. An establishment engaged in the receipt, storage, and distribution of goods, products, cargo, and materials, including transshipment by boat, rail, air, or motor vehicle.
- 36 Dwelling, Attached (rowhouse and townhouse). A building containing four or more dwelling units, each of which has its own front and rear access to the outside with its own front and rear yard. No unit may be located over another unit, and each unit is separated from any other unit by one or more vertical common fire-resistant walls. Each unit may be on a separate lot.
- 37 Dwelling, Duplex. A building containing two dwelling units totally separated from each other by an unpierced wall extending from ground to roof. A duplex may also be constructed on two adjacent lots with the common wall on the property line.
- 38 Dwelling, Mixed-Use. A building with residential units above, below, or behind a non-residential use.
- 39 Dwelling, Multiple-Family. A residential building (apartment) containing four or more dwelling units, including units that are located one over the other. It does not include duplex, triplex, zero lot line, or attached dwellings.
- 40 Dwelling, Single-Family Detached. A residential building, including manufactured or modular homes, containing not more than one dwelling unit surrounded on all sides by yard area.

- .41 Dwelling, Triplex. A building containing three dwelling units, each of which has direct access to the outside and the dwelling units are totally separated from each other by an unpierced wall extending from ground to roof. All three dwelling units may be on the same lot or may be constructed on three adjacent lots with common walls between two of the units.
- .42 Dwelling Unit. Any building, or portion thereof, with living facilities, including provisions for sleeping, eating, cooking, and sanitation, for not more than one family.
- .43 Dwelling, Zero Lot Line. A single-family detached dwelling that is located on a line in such a manner that one or more of the building's sides rest directly on a lot line.
- .44 Family. An individual, two or more persons related by blood or marriage, or a group of not more than five persons (excluding servants) who need not be related by blood or marriage, living together in a dwelling unit.
- .45 Flex-Space Building. A building constructed with large floorplates, having open spaces that can be partitioned off for specific tenants as needed.
- .46 Floor Area. The area of all floors included within the surrounding exterior walls of a building or portion thereof, exclusive of vent shafts and exterior courts.
- .47 Frontage. The portion of a parcel of property abutting a public or private street.
- .48 Four-Plex. See Dwelling, Attached.
- .49 Grade. The grade shall be as defined in the Uniform Building Code, as adopted by the City.
- .50 Group Home. See Residential Facility and Residential Home.
- .51 Heliport. A landing site for helicopters accessory to a use not located at the Portland-Troutdale Airport.
- .52 Home Occupation. An accessory use conducted entirely within a building that is clearly incidental and secondary to the use of the dwelling for dwelling purposes.
- .53 Hotel/Motel. A building, or group of buildings, containing six or more guestrooms used for transient residential purposes which may include ancillary restaurant uses.

- 54 Junk Yard. A lot for the dismantling or "wrecking" of motor vehicles, or for the storage or keeping, of junk, including scrap metals or other scrap materials.
- 55 Kennel or Other Animal Boarding Place. Any premises where five or more dogs over one year of age are kept, for any purpose whatsoever, or any premises where dogs are bred, boarded, or offered for sale as a commercial business. "Other animal boarding place", as used in this code, means and includes any premises where six or more cats or other animals are bred, boarded, or offered for sale as a commercial business.
- 56 Legislative Action. Any action which amends City policy including, but not limited to, changes to the Comprehensive Land Use Plan text, Development Code text, and other implementing ordinances, and map changes or amendments to the Comprehensive Land Use Plan Map, the Zoning District Map, or other City adopted maps which represent a change in City land use policy.
- 57 Loading Space. An off-street space or berth used for the temporary parking of a vehicle while loading or unloading persons, merchandise, or materials.
- 58 Lot. A unit that is created by a subdivision of land.
- 59 Lot Area. The total horizontal area enclosed within the lot lines of a lot.
- 60 Lot Coverage. The percentage of the total lot area covered by structures, including all projections except eaves, balconies, bay windows, or uncovered decks 12 inches or less above grade.
- 61 Lot Depth. The horizontal distance measured midway between the front and rear lot lines. In the case of a corner lot, the depth shall be the length of its longest side lot line.
- 62 Lot Line Adjustment. The relocation of a recorded lot line which does not result in the creation of an additional lot, or reduce any lot below minimum sizes required by this code.
- 63 Lot Line, Front. For an interior lot, a line separating the lot from the street, and, for a corner lot, a line separating the narrowest frontage of the lot from the street.
- 64 Lot Line, Rear. A lot line not abutting a street which is opposite and most distant from the front lot line.

- 65 Lot Line, Side (Interior Lot). Any lot line which is not a front or rear lot line.
- 66 Lot Line, Side (Corner Lot). A line other than the front lot line separating the lot from the street, or a line separating the lot from the abutting lot along the same frontage.
- 67 Lot Width. The horizontal distance between the side lot lines, measured at right angles to the lot depth at a point midway between the front and rear lot lines.
- 68 Manufactured Home or Manufactured Dwelling. A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use as a dwelling with or without a permanent foundation when connected to the required utilities. To qualify as a manufactured home, the structure shall have been manufactured after June 15, 1976 and must bear an insignia issued by a state or federal agency indicating that the structure complies with all applicable construction standards of the U.S. Department of Housing and Urban Development. For flood plain management purposes, the term "manufactured home" also includes park trailers, travel trailers, and other similar vehicles placed on a site for greater than 180 consecutive days. For insurance purposes, the term "manufactured home" does not include park trailers, travel trailers, and other similar vehicles.
- 69 Manufacturing, Primary. An establishment engaged in the initial processing or treatment of raw material or manufacturing of products that require additional processing, fabrication, or assembly for ultimate use by the consumer. These activities or processes would necessitate the storage of large volumes of highly flammable, toxic matter or explosive materials needed for the manufacturing process. These activities may involve outdoor operations as part of their manufacturing process.
- 70 Manufacturing, Secondary. An establishment engaged in the manufacture of products predominantly from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment and packaging of such products, and incidental storage, sales, and distribution of such products, but excluding primary industrial processing. These products are for final use or consumption. This usually involves the processing, fabrication, or assembly of semi-finished products from a primary manufacturing industry.
- 71 Marina. A small harbor, boat basin, or moorage facility providing boat berthing, docking and mooring, and incidental services for recreational, commercial and/or charter fishing, or tour boats. Incidental services include, but are not limited to, restrooms; showers; minor boat and motor

repair; mooring buoys; refueling facilities; boat hoists/lifts; boat launch ramp; small office for marina management; club house and/or meeting room; vending machines; small retail area for marine, fishing and other outdoor supplies and equipment; ice, packaged beverages, and foods; limited service restaurants; and temporary restaurants.

- .72 Marine Industrial/Marine Service Facility. A structure or use which is commercial or industrial in nature and which needs to be located in or adjacent to water areas because the use requires water access. Such uses include, but are not limited to, ship, tug barge, and workboat moorage and storage; vessel repair facilities; aquaculture facilities; and fish processing facilities.
- .73 May. As used in this code, MAY is permissive and SHALL is mandatory.
- .74 Mixed-Use Development. The development of a tract of land, building, or structure with a variety of uses, such as, but not limited to, residential, office, manufacturing, retail, public, or entertainment, in a compact urban form. See Dwelling, Mixed-Use.
- .75 Mobile Home. See manufactured home.
- .76 Multiple-Family Dwelling. See Dwelling, Multiple-Family.
- .77 Net Area. The total area of a parcel of land less the following: proposed public streets; area constrained for development under the provisions of this code; area within a community resource protection overlay district; or, where approved by the City Council, land area dedicated or conveyed to the City.
- .78 Nonconforming Development. A development that was legally established before this code was adopted or amended, but which does not comply with the current regulations in this code due to subsequent enactments or amendments.
- .79 Nonconforming Lot. A lot or parcel that was legally established before this code was adopted or amended, but which does not comply with the current regulations in this code due to subsequent enactments or amendments.
- .80 Nonconforming Structure. A structure that was legally established before this code was adopted or amended, but which does not comply with the current regulations in this code due to subsequent enactments or amendments.

- 81 Nonconforming Use. A use that was legally established before this code was adopted or amended, but does not comply with or is not permitted to exist due to subsequent enactments or amendments to this code.
- 82 Nursing Home. Housing with long-term physical and medical care for the physically handicapped, emotionally handicapped, or elderly population. Other terms used today include residential health care facility, extended care, intermediate care, and long-term care. However, independent living, assisted living, and congregate housing are considered unique from this use within this code.
- 83 Outdoor Business. A business, all or most of which is conducted, or items displayed, in an open space area including sidewalk sales, pushcart vendors, Saturday markets, and Christmas tree sales.
- 84 Owner. The owner of record of real property as shown on the tax rolls of Multnomah County, or a person purchasing a piece of property under contract. For the purposes of this title, in terms of violations and binding agreements between the City and the owner, "owner" also means a leaseholder, tenant, or other person in possession or control of the premises or property at the time of agreement, violation of agreement, or the provisions of this title.
- 85 Parcel. A piece of land created by a partition, subdivision, deed, or other instrument recorded with the appropriate recorder. This includes a lot, a lot of record, or a piece of land created through other methods.
- 86 Partition, Major. Creation of two or three lots, within a 12-month period, that includes creation of a street.
- 87 Partition, Minor. Creation of two or three lots, within a 12-month period, which does not create a street.
- 88 Pedestrian Walkway. An exterior hard-surfaced pathway intended for pedestrian use. Also referred to simply as a walkway.
- 89 Principal Use. The primary purpose for which a lot, structure, or building is used.
- 90 Professional Office. An office containing the activities such as those offered by a lawyer, architect, engineer, accountant, artist, teacher, real estate, or insurance sales.
- 91 Processing. To subject to some special process or treatment, as in the course of manufacture; change in the physical state or chemical composition of matter; the second step in use of a natural resource.

Examples include petroleum refining, oil shale crushing, retorting and refining, ore smelting, coal crushing and cleaning, saw mill, alfalfa pellet mills, food canning or packing, creation of glass, ceramic or plastic materials, gravel crushing, cement manufacture, and concrete batch plants. Processing occurs in both primary and secondary manufacturing.

- .92 Quasi-Judicial Action. An action which involves the application of adopted policy to a specific development application or amendment.
- .93 Reclamation Plan. Shall have the meaning contained in ORS 517.750 and OAR 632-30-025 (Department of Geology and Mineral Industries).
- .94 Residential Facility. As defined in ORS 197.660, a facility which provides residential care and/or training and treatment for six to fifteen individuals.
- .95 Residential Home. As defined in ORS 197.660, a facility which provides residential care and/or training and treatment for five or fewer individuals.
- .96 Rowhouse. See Dwelling, Attached.
- .97 School. A public, parochial, or private institution that provides educational instruction to students. This definition does not include trade or business schools or colleges.
- .98 Shall. As used in this code SHALL is mandatory and MAY is permissive.
- .99 Single-Family Dwelling or Single-Family Residence. See Dwelling, Single-Family Detached.
- .100 Site and Design Review Committee. A committee comprised of key staff members chaired by the Director to review applicable development proposals for compliance to the provisions of this code.
- .101 Street Lighting. The total system of wiring, poles, arms, fixtures, and lamps, including all parts thereof that are necessary to light a street or pedestrian way.
- .102 Street, Private. A thoroughfare or street providing a means of access to a property or properties which is not owned by the City or other jurisdictions.
- .103 Street, Public. A thoroughfare or right-of-way acquired for use by the public which affords a principal means of access to abutting property not less than 16 feet in width.
- .104 Subdivision. Creation of four or more lots.

- .105 Technical Review Committee. A committee comprised of key staff members chaired by the Director to review development proposals for technical compliance with this code and other applicable ordinances and regulations.
- .106 Townhouse or Townhome. See Dwelling, Attached.
- .107 Transit Facility. A facility intended to accommodate and assist transit users. Transit facilities include light rail transit stations, park and ride lots for transit riders, transit centers, transit shelters, bus turnout lanes, and transit stops.
- .108 Transit Street. Any street identified as an existing or planned bus or light rail transit route.
- .109 Tri-Plex. See Dwelling, Triplex.
- .110 Two-Family Dwelling. See Dwelling, Duplex.
- .111 Utility Facility, Major. Administrative offices and operation centers, wet system pump stations, sewage treatment plants and lagoons, electric generation facilities (other than small scale accessory wind turbines or solar panels intended to generate electricity for onsite uses), sanitary landfills, pump stations, substations (transmission and distribution), water towers and reservoirs, public wells (aboveground), telephone switching equipment, communication receiver and transmission facilities, telecommunication towers and poles, and drinking water treatment facilities.
- .112 Utility Facility, Minor. Street lights; underground lines and pipes; underground wells; transformers and regulator stations; closed system sanitary pump stations; and private, on-site facilities such as septic tanks, wells, and catch basins.
- .113 Warehouse. A building used primarily for the storage of materials or goods for use on the site or later distribution.
- .114 Windscreens. A fence-like structure, not to exceed six feet in height, on the north or east side of a residential building only, and used to reduce the wind velocity at exterior doors.
- .115 Yard. A required open space on a lot that is unoccupied and unobstructed except for permitted projecting building features and accessory buildings.

- 116 Yard, Front. An open space extending the full width of the lot between a building and the front lot line, unoccupied and unobstructed from the ground upward, except as authorized by this code.
- 117 Yard, Rear. An open space extending across the full width of the lot between the main building and the rear lot line, unoccupied and unobstructed from the ground upward, except as authorized by this code. Where there is no rear lot line, the depth of the rear yard shall be the distance from a ten-foot line parallel to the front lot line, measured from one side line to the other.
- 118 Yard, Side. An open space between any building and the side lot line, unoccupied and unobstructed from the ground upward, except as authorized by this code.
- 119 Yard, Street Side. An open space adjacent to a street that is not a front yard, unoccupied and unobstructed from the ground upward, except as authorized by this code. [Adopted by Ord. 550, ef. 9/25/90; Amended by Ord. 622, ef. 4/13/95; Amended by Ord. 658, ef. 3/12/98; Repealed and reamended by Ord. 661, ef. 7/23/98; Amended by Ord. 705, ef. 5/10/01; Amended by Ord. 716, ef. 5/9/02]

CHAPTER 3 – ZONING DISTRICTS

3.160 LIGHT INDUSTRIAL

LI

- 3.161 Purpose. This district is intended for light, clean industries usually of a manufacturing or storage nature with little outdoor storage. These industries usually do not require rail access and have very little process visibility. They usually create little or no air or water pollution and have no nuisance factors such as bright yard lights, continuous noise or objectionable odors. Wholesale and limited retail sales are permitted. These uses may be located adjacent to residential or commercial uses with appropriate buffering. [Adopted by Ord. 550, ef. 9/25/90]
- 3.162 Permitted Uses. The following uses and their accessory uses are permitted in the LI district:
 - A. Secondary manufacturing, except any use having the primary function of story, utilizing, or manufacturing toxic or hazardous materials.
 - B. Processing facilities, except any principal use involving the rendering of fats, the slaughtering of fish or meat, or the fermenting of foods such as sauerkraut, vinegar, or yeasts, but not including wineries or breweries.
 - C. Distribution centers.

- D. Airport and related uses, including airport supportive commercial and industrial uses such as maintenance facilities, hangars, aircraft tie-downs, passenger parking, and flight schools.
- E. Warehouses.
- F. Utility facilities.
- G. Research and development companies, experimental or testing laboratories, and trade or commercial schools.
- H. Public parks, parkways, trails, and related facilities.
- I. One caretaker residence.
- J. Corporate headquarters.
- K. Professional offices.
- L. Medical and dental clinics.
- M. Product sales, service, and/or display accessory to any manufacturing, fabricating, or processing use, provided the sales, service, and/or display area does not exceed 15% of the gross floor area.
- N. Other uses similar in nature to those listed above. [Adopted by Ord. 550, ef. 9/25/90; Amended by Ord. 660, ef. 5/28/98]

3.163 Conditional Uses. The following uses and their accessory uses are permitted as conditional uses within a LI district:

- A. Heliports accessory to permitted or approved conditional uses.
- B. Retail, wholesale, and discount sales and services, including restaurants, banks, dry-cleaners, and similar establishments, with or without drive-up or drive-through window service, subject to the standards listed in section 3.165, Additional Requirements, or this chapter.
- C. Community service uses.
- D. Utility facilities, major.
- E. Automobile, truck, trailer, heavy equipment, recreational vehicle, boat and manufactured home sales, rentals, and repair shops.
- F. Card-lock fueling stations, truck stops, service stations, tire shops, and oil change facilities.

- G. Motels or hotels, including banquet rooms, conference, or convention centers.
- H. Commercial sports complexes including, but not limited to, health clubs, tennis courts, aquatic centers, skating rinks, and similar facilities.
- I. Child care facilities, kindergartens, and similar facilities.
- J. Other uses similar in nature to those listed above. [Adopted by Ord. 550, ef. 9/25/90; Amended by Ord. 660, ef. 5/28/98]

3.164 Dimensional Standards.

A. Setbacks.

- 1. Front yard setback: Minimum of 20 feet.
- 2. Side yard setback: Minimum of ten feet.
- 3. Rear yard setback: None.
- 4. Additional setback requirements: If any use in this district abuts or faces any residential zoning district, a setback of 50 feet from the property line or centerline of an intervening public street, on the side abutting or facing the residential zoning district shall be required.
- 5. Setbacks for insufficient right-of-way: Setbacks shall be established when a lot abuts a street having insufficient right-of-way width to serve the area. The necessary right-of-way widths and the setback requirements in such cases shall be based upon the Comprehensive Land Use Plan and applicable ordinances and standards.

- B. Height Limitation. The maximum height for any structure shall be 45 feet unless otherwise limited by the Federal Aviation Administration. [Adopted by Ord. 550, ef. 9/25/90]

3.165 Additional Requirements.

- A. Design review is required for all uses in the LI district.
- B. All lots shall have frontage or approved access to public streets, public water, and public sewer before development is allowed.
- C. Off-street parking spaces shall be provided in accordance with the requirements of Chapter 9, Off-Street Parking and Loading, of this code.

D. Retail, wholesale, and discount sales and service are limited in size as follows:

1. The maximum floor area of a single retail, wholesale, or discount sales or service business shall be 60,000 square feet.
2. No one use shall exceed 15% of the gross leasable area of an industrial flex-space building or Corporate Headquarters, and the cumulative area of all retail, wholesale, and discount sales and services use within such building shall not exceed more than one-half of the gross leasable area of the building.

E. Development is subject to compliance with any applicable overlay zoning district standards. [Adopted by Ord. 550, ef. 9/25/90]

3.170 GENERAL INDUSTRIAL

GI

3.171 Purpose. This district is intended for manufacturing industries, large-scale fabricators, freight and trucking firms, primary metals, and lumber, etc., that usually require highway access and/or rail service. These firms usually have a high degree of process visibility and need outdoor storage of materials and products. These industries are likely to create minor air and water pollution, as well as nuisance factors such as noise and odor, and the generation of truck, shipping, or rail traffic. [Adopted by Ord. 550, ef. 9/25/90]

3.172 Permitted Uses. The following uses and their accessory uses are permitted in the GI district:

- A. Primary manufacturing.
- B. Any permitted use within the LI zoning district.
- C. Use of toxic or hazardous materials in the manufacturing process, and temporary storage of toxic or hazardous material by-products.
- D. Freight and trucking firms.
- E. Automobile, truck, trailer, heavy equipment, recreational vehicle, boat and manufactured home sales, rentals, and repair shops.
- F. Card-lock fueling stations, truck stops, service stations, tire shops, and oil change facilities.
- G. Utility facilities, major and minor, except for the following which require conditional use approval: sanitary landfills, recycling centers, and transfer stations, sewage treatment plants and lagoons, and telecommunication towers or poles.
- H. Marinas.
- I. Marine Industrial/Marine Service Facilities.
- J. Other uses similar in nature to those listed above. [Adopted by Ord. 550, ef. 9/25/90; Amended by Ord. 660, ef. 5/28/98]

3.173 Conditional Uses. The following uses and their accessory uses are permitted as conditional uses within the GI district:

- A. Child care facilities, kindergartens, and similar facilities.
- B. Community service uses.

- C. Concrete or asphalt manufacturing plants.
- D. Sanitary landfills, recycling centers, and transfer stations.
- E. Sewage treatment plants and lagoons.
- F. Telecommunication towers and poles.
- G. Junk yards.
- I. Residential dwelling/hangar mixed uses when the hangars are served by a taxiway with direct access to the Troutdale Airport Runway. The use shall be subject to the following requirements:
 - 1. Approval from the Port of Portland.
 - 2. Approval from the Federal Aviation Administration.
 - 3. No separate accessory structures are allowed.
- I. Heliports accessory to permitted or approved conditional uses.
- J. Commercial sports complexes including, but not limited to, health clubs, tennis courts, aquatic centers, skating rinks, and similar facilities.
- K. Commercial uses within industrial flex-space buildings, subject to the standards listed in section 3.175, Additional Requirements, of this chapter.
- L. Processing facilities whose principal use involves the rendering of fats, the slaughtering of fish or meat, or the fermentation of foods such as sauerkraut, vinegar, and yeast, but not including wineries or breweries, which are permitted outright per subsection 3.172(B) of this chapter.
- M. The manufacturing or storing of toxic or hazardous materials when done in compliance with federal and state regulations.
- N. Other uses similar in nature to those listed above. [Adopted by Ord. 550, ef. 9/25/90; Amended by Ord. 660, ef. 5/28/98]

3.174 Dimensional Standards.

- A. Setbacks.
 - 1. Front: 20 feet.
 - 2. No side or rear yard setbacks unless the property abuts a parcel of land in a more restrictive manufacturing or commercial district, in

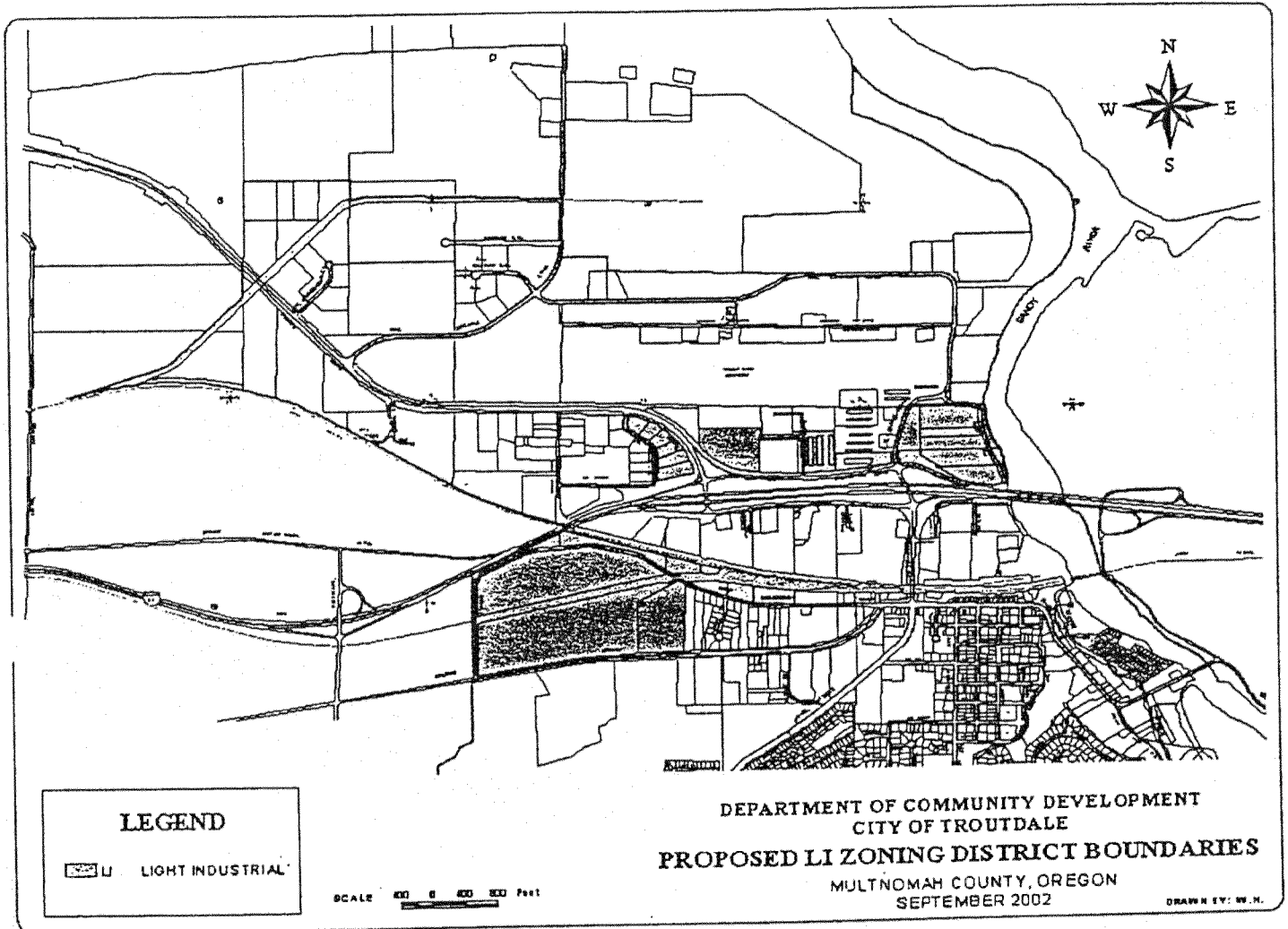
which case the requirements of the abutting zoning district shall apply.

3. Additional setback requirements: If any use in this district abuts or faces any residential zoning district, a setback of 50 feet from the property line or centerline of an intervening public street, on the side abutting or facing the residential or apartment district shall be required.
4. Setbacks for insufficient right-of-way: Setbacks shall be established when a lot abuts a street having insufficient right-of-way width to serve the area. The necessary right-of-way widths and the setback requirements in such cases shall be based upon the Comprehensive Land Use Plan and applicable ordinances and standards.

- B. Height Limitation. None, unless otherwise limited by the Federal Aviation Administration. [Adopted by Ord. 550, ef. 9/25/90]

3.175 Additional Requirements.

- A. Design review and landscaping is required for all uses in the GI district.
- B. All lots shall have frontage or approved access to public streets, public water, and public sewer before development is allowed.
- C. Off-street parking spaces shall be provided in accordance with the requirements of Chapter 9, Off-Street Parking and Loading, of this code.
- D. Commercial uses within industrial flex-space buildings are subject to the following standards:
 1. No one commercial use shall exceed 15% of the gross leasable area of a flex-space building, and the cumulative area of all such uses shall not exceed more than one-half of the gross leasable area of a building, or 60,000 square feet, whichever is less.
 2. Drive-throughs and drive-up service windows are not permitted.
- E. Development is subject to compliance with any applicable overlay zoning district standards. [Adopted by Ord. 550, ef. 9/25/90]



ATTACHMENT C – Ord. No. 724

PROPERTIES TO BE REZONED FROM IP TO LI				
TAX MAP	TAX LOT	AREA	ADDRESS & USE	OWNER
1N3E25B	00900	3.35	1000 NW Graham Rd Holiday Inn Express	Troutdale Hospitality Group LLC
1N3E25B	00901	0.05	at I-84 westbound exit at NW Graham Rd	ODOT right-of-way
1N3E25B	01000	0.98	818 NW Graham Rd Wendy's Restaurant	Jeffrey & Irene French
1N3E25B	01300 PTN	3.12	North Frontage Road Troutdale Airport	Port of Portland
1N3E25B	01600	0.48	North Frontage Road Troutdale Airport	Port of Portland
1N3E26	00100	46.46	E of NE 244 th , North of SW Halsey & South of railroad tracks	County Farm Property
1N3E26A	00500 PTN	4.05	Troutdale Airport North Frontage Rd	Port of Portland
1N3E26A	00600	0.66	Troutdale Airport North Frontage Rd	Port of Portland
1N3E26A	00700	0.66	Troutdale Airport North Frontage Rd	Port of Portland
1N3E26A	00800	0.54	Troutdale Airport North Frontage Rd	Port of Portland
1N3E26A	01100 PTN	9.00	Troutdale Airport North Frontage Rd	Port of Portland
1N3E26A	01301	1.77	Lots 1 & 2 Plat of I-84 Corporate Center. East side of NW Corporate Drive	Multiple Tenants Meier 1 LLC % Wyse Investment Services Co.
1N3E26A	01303	1.92	Lots 3 & 4 Plat of I-84 Corporate Center. East side of NW Corporate Drive	Multiple Tenants Meier 1 LLC % Wyse Investment Services Co.
1N3E26A	01305	1.22	Lot 5 Plat of I-84 Corporate Center East side of NW Corporate Drive	Vacant Meier 1 LLC % Wyse Investment Services Co.
1N3E26A	1306	2.09	Lot 6 Plat of I-84 Corporate Center East side of NW Corporate Drive	Vacant Meier 1 LLC % Wyse Investment Services Co.
1N3E26B	01200	24.90	1700 W Historic Col River Hwy	Mult County Animal Shelter
1N3E26B	01201	1.67	Agricultural use. South side of West Historic Columbia River Hwy East Of NE244 th	ODOT right-of-way
TOTAL ACREAGE		102.92		

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:
Meeting Date: December 19, 2002

Agenda Item #: R-11
Est. Start Time: 10:00 AM
Date Submitted: 11/25/02

Requested Date: December 19, 2002

Time Requested: 5 minutes

Department: Business and Community Services **Division:** Land Use & Transportation

Contact/s: Karen Schilling

Phone: (503) 988-5050

Ext.: 29635 **I/O Address:** 455/2nd Floor

Presenters: John Replinger

Agenda Title: Approval of NOI for Hazard Elimination Program (HEP) Projects 2004-07.

(NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

-
- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

Approval of NOI for Hazard Elimination Program (HEP) Projects 2004-07. The Department recommends approval.

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

The County has identified safety improvements on 238th Ave. between Halsey St. and Glisan St. The Arata Rd. intersection and the hill and curve further south are the focus areas for improvements. We are requesting up to \$400,000 for this project. Cost estimates are still being developed. The County's 2003-07 Capital Improvement Plan programs \$100,000 in FY03 for safety improvements to this corridor. The \$100,000 of County funds will be used for engineering work and as the local match for this project.

Seeking funds for safety improvements to this road was identified in a resolution adopted by the Board of Commissioners on July 19, 2001, for the Suspension of the 242nd Ave. EA.

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

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

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**
- ❖ **Do any personnel actions result from this budget modification? Explain.**
- ❖ **Is the revenue one-time-only in nature?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**

The Hazard Elimination Program is a federally funded program managed by the Oregon Department of Transportation (ODOT).

- ❖ **Specify grant requirements and goals.**

The goal of the HEP is to improve the safety of roadways in Oregon and to reduce the risk, number, and/or severity of accidents on public roads. The maximum award of funding for any one project is \$500,000. There is a 10% required local match for HEP funds. There is approximately \$1.5 million available to ODOT's Region 1 (Portland metropolitan area) for fiscal years 2005, 2006 and 2007.

- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**

This funding becomes available every biennium. Our application is for construction of safety improvements, essentially a one-time commitment.

❖ **What are the estimated filing timelines?**

Applications are due January 1, 2003.

❖ **If a grant, what period does the grant cover?**

The grant is available for projects in fiscal year 2005, 2006, and 2007.

❖ **When the grant expires, what are funding plans?**

The project should be complete when the funding has expired.

❖ **How will the county indirect and departmental overhead costs be covered?**

All additional costs beyond the grant, including the local match, will be covered by the transportation fund in the year a project is awarded.

3. Explain any legal and/or policy issues.

There are no legal issues. This project meets County policy to provide a safe, well-balanced transportation system to our citizens. The project has been endorsed by the Board during the adoption of the resolution that suspended further work on the 242nd Avenue Environmental Analysis.

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

Wood Village has requested that we make safety improvements to 238th Drive between Arata Rd. and Oregon St. This project is included in the Capital Improvement Plan, adopted by the Board of Commissioners in June 2002.

Required Signatures:

Department/Agency Director: *M. Cecilia Johnson* **Date: 11/21/02**

Budget Analyst

By: *Ching Hay* **Date: 11/22/02**

Dept/Countywide HR

By: **Date:**



Oregon

John A. Kitzhaber, M.D., Governor

Department of Transportation

Region 1

123 NW Flanders

Portland, OR 97209-4037

(503) 731-8200

FAX (503) 731-8259

FILE CODE:

October 23, 2002

John Replinger
Traffic Engineer
Multnomah County
Transportation Division
1600 SE 190th Ave.
Portland OR 97233-5910

Dear Mr. Replinger:

SUBJECT: Solicitation for Hazard Elimination Program Projects 2004-2007

We are currently in the process of updating the State Transportation Improvement Program (STIP) for 2004-2007. Our STIP update includes Hazard Elimination Program (HEP) projects. These funds can be allocated to safety improvements on state and/or local road systems.

We are seeking new projects for 2005, 2006 and 2007 that address known safety problems on any public road or transportation surface facility in your jurisdiction. Projects should cost less than \$500,000 and generally be standalone efforts. The exception to this is when a larger local construction project needs \$500,000 or less of HEP funds and the rest will be provided by the local jurisdiction.

The enclosed October 2002 HEP Manual gives more detail on the types of projects which may be funded (page 2) and how projects may be justified for their safety benefit (pages 3,4). It also covers the general steps that are followed in the process from idea to obligation of funds (pages 5,6 and chart, page 7).

There is no limit to the number of individual projects your jurisdiction may apply for, but the Region 1 portion of STIP funding allocates approximately \$1,500,000 per year for HEP projects. Also, since each project takes quite a bit of effort, we are asking for your "best and brightest"—those projects which target critical needs with high-benefit solutions.



RESPONSE

Our deadline for new project proposals is 5:00 PM, January 1, 2003. While these proposals do not need to be in "polished" form, they must meet the criteria specified in the HEP manual:


- Local contact person
- Problem identification, including cause(s) of problem
- Accident records analysis and development of Benefit/Cost ratios
- Accurately describing the mitigating action(s) to be taken
- Realistic estimate of costs
- Benefit/Cost analysis or Project Justification Narrative
- Traffic signal warrant analysis, or other such documents as required by your proposed mitigating action(s)

The Prospectus, agreement terms and federal standard provisions for these projects are available electronically to you for consideration prior to project submittal. To request a copy, please contact Vaughan Rademeyer, at (503)731-8280. We will also provide copies to anyone who submits a proposal and has not already asked for them.

After we have received the proposals and work through a competitive selection process, we will work with you to assemble project prospectus packets, all other required documents and make "official application" for funding. We look forward to assisting you in solving critical safety problems in our Region.

KC Humphrey will be the initial contact person for this process, and I will be assigning one or more of our Regional Traffic Section staff to assist as needed. KC can be reached at 503-731-4965. Please let me know if you have additional questions or concerns.

Sincerely,


for Bill Ciz, Manager
Region 1 Traffic Section

Distribution List
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Oregon Department of Transportation



Hazard Elimination Program (HEP)

A program managed by the Project Safety Management System

A guide to developing federally funded roadway safety projects



OREGON DEPARTMENT of TRANSPORTATION
TECHNICAL SERVICES
TRAFFIC MANAGEMENT SECTION
<http://www.odot.state.or.us/traffic>

October 2002

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Note: This document replaces April 1999 version of the HEP Program Guide

1.0 Introduction

The Hazard Elimination Program (HEP) is a federally-funded program and is managed by the Oregon Department of Transportation (ODOT). Approximately 2.8 million dollars are available each year for safety-related projects statewide. The mission of the HEP is to carry out safety improvement projects to reduce the risk, number, and/or severity of accidents at highway locations, sections, and elements on any public road. Both state and local agencies are eligible for this funding.

The purpose of this guidebook is to document program philosophy and the application process for HEP funding. The first section outlines general program guidelines while the second and third sections provide details on the application process. ODOT has placed the responsibilities of program management with the Traffic Management Section and fund management with Financial Services Branch. However, all project solicitation, prioritization, and selection is done by ODOT's Region Traffic staff. Local agencies should work through their Region Traffic office when applying for HEP funds to ensure that their project application meets with the Region's program objectives.

This program manual replaces the April 1999 version of the same title. There have been no major changes to the program, however, some of the minor changes are:

- The \$500,000 cap on project cost has been removed. There is, however, a maximum \$500,000 contribution of HEP funds per project.
- The restriction on using HEP funds for preliminary engineering and right-of-way on state projects has been removed.
- The application process description has been improved.
- "Benefit-Cost Analysis Worksheet" and the "Risk Narrative Form" have been revised. Electronic versions of both forms are available.

2.0 Program Guidelines

The federal requirements for the HEP program are described in Title 23 §152 of the United States Code, which is included in the Appendix A of this document. In addition to the federal guidelines required for project eligibility, ODOT has added its own criteria and requirements to tailor the program to match Oregon's needs. In general, for a project to meet both the federal and state requirements for HEP funding, it must:

- Be an eligible project;

- Have committed matching funds of 10% of the project cost and a maximum HEP contribution of \$500,000;
- Have a justification for the project; and
- Meet all applicable guidelines and standards for construction.

These criteria are discussed in the following subsections.

2.1 Projects Eligible for HEP Funding

An *eligible* project is defined as any identified safety project on a public road, a public surface transportation facility, a publicly-owned bicycle / pedestrian pathway, or any traffic calming measure. Types of projects include, but are not limited to, the following:

- Signal installation or improvement
- Channelization
- Curve realignment
- Pavement markings
- Guardrail or median barrier
- Slope flattening
- Rockfall correction
- Bicycle lanes
- Road safety audits
- Signal priority preemption
- Grade separation
- Illumination
- Delineation
- Impact attenuators
- Fixed object removal
- Corridor safety improvements
- Pedestrian paths

The following types of projects are not be considered eligible for HEP:

- Enforcement programs;
- Public information campaigns; and
- Other traditional National Highway Traffic Safety Administration Section 402 projects (except as part of a construction project).

2.2 Project Funding Information

In the past, ODOT placed a \$500,000 maximum cap on project cost. The intent of this cap was to allow smaller projects to compete for the limited amount of funds each year. The program now allows for a maximum HEP contribution of \$500,000 (not including right-of-way or preliminary engineering) to any one project. Stand-alone safety projects or specific safety improvements as part of a larger safety project are consistent with the

program philosophy and likely to be funded. Applications to pay for safety items (e.g. durable striping, signals, signs) on larger projects whose primary purpose is not safety are discouraged and will likely be rejected.

To be eligible for HEP funds, a 10% match of local or state dollars to the federal share of the project cost is required. For local and state agency projects, HEP funds may pay for preliminary engineering, right-of-way, and construction costs. State HEP projects should be contracted, but state forces may be used if the State Traffic Engineer deems an immediate response is necessary to correct an identified safety problem. HEP projects are required to be in the Statewide Transportation Improvement Program (STIP).

2.2.1 Regional Share of HEP Funds

The total amount of HEP funds available is shared by the five ODOT regions, according to the funding split shown in the current Statewide Transportation Improvement Program (STIP) documents. The funding allocation is based upon a three-year average of the Top 15% Safety Priority Index System (SPIS) sites (high crash locations). Regions may rollover funds from year-to-year, in order to obtain sufficient funds for a project. The approximate funding splits for the 2006-2007 STIP update are shown in the table. Actual funding allocations will vary for each STIP update cycle.

Table 1 Approximate Regional HEP Allocation (2006-2007 STIP)

Region	Funding Allocation	HEP Funds per Year
1	54%	1,520,000
2	25%	710,000
3	10%	280,000
4	7%	200,000
5	4%	110,000
Total	100%	2,820,000

2.3 Project Justification

There are two ways to justify the use of HEP funds - either by a benefit/cost analysis, or by documenting a potential safety problem with a risk narrative form. Samples of these forms are available in appendices A and B, but applicants should download electronic versions of the forms from the ODOT Traffic Management Section website

(<http://www.odot.state.or.us/traffic>) under the "Safety" section. If applicants do not have Internet access, please contact the current HEP Coordinator to obtain the forms.

2.3.1 Benefit-Cost Analysis

In the benefit-cost analysis, the ratio of the economic value of the long-term reductions of target crashes to the estimated cost of the improvement is calculated. If the project's benefit-to-cost ratio (B/C) is greater than 1.0, the project is considered beneficial. The benefits are quantified over a 10- or 20-year period at a 4% interest rate. A sample of the form is available in Appendix A.

ODOT recommends that three to five years of the most recent crash data available should be used for the analysis. Only target crashes - those crashes that can be prevented by the proposed improvement - should be considered. Furthermore, not all target crashes should be considered preventable by the project. Preventable target crashes are determined by applying a crash reduction factor (CRF), which is the expected reduction in crashes because of the improvement. The Traffic Management Section of ODOT maintains a list of CRF for various types of improvements. The economic values for crash types on the "Benefit/Cost Analysis Worksheet" are updated every two years.

2.3.2 Risk Narrative Form

The Risk Narrative Form is a way to justify a project based on the safety hazard of a location that does not necessarily have a large number of motor vehicle crash records to support a benefit/cost analysis. Projects on low volume roads, pedestrian, and bicycle safety improvements are often justified by a risk narrative. The risk narrative should demonstrate that the potential for severe or fatal injury crashes is significant without the improvement. In order to compete with more "documented" safety problem areas, additional supporting information such as an engineering-type study should be included. The study may include the use of predictive safety models such as the Interactive Highway Safety Design Model (IHDSM) to demonstrate expected safety problems or the anticipated effectiveness of proposed solutions. The Risk Narrative Form is scored by the Traffic Management Section's HEP Coordinator. A sample of the form is available in Appendix B.

2.4 **Guidelines and Standards**

Projects applying for HEP funding should be able to demonstrate that they will meet all of the necessary guidelines and standards for construction. The intent of this

requirement is to ensure that projects approved for HEP funding will be constructable. For example, a project to install a traffic signal will not be eligible for HEP funds if a traffic signal warrant analysis has not been completed.

3.0 How to Apply for HEP Funding

At this time, both state and local agencies are eligible for HEP funding. All projects applications must go through the local ODOT Region Traffic office. While the application process is not intended to be cumbersome, well-documented project applications are more likely to receive funding. Each application must contain the following:

- Cover letter addressed to ODOT's Region Traffic Manager (or the HEP Coordinator) describing the problem area and the proposed solution;
- Name of contact person;
- Project justification, either 1) HEP Benefit-Cost Analysis Worksheet or 2) HEP Risk Narrative Form, but not both;
- Copies of crash records, if used in application;
- Site drawing or sketch; and
- Cost estimate.

In addition, each application should contain:

- Supporting documents or studies that further define the problem area and other pertinent project information (such as traffic signal warrant analyses); and
- Photographs of the typical section.

A list of additional sources that may be helpful in compiling the application are included in Appendix D.

3.1 Application and Selection Process

The HEP application and selection process is shown in Figure 1. The process begins when the applying agency (state or local) identifies a safety problem. Possible safety project locations are identified from a variety of sources including crash records, local citizens, enforcement/emergency response personnel, and road maintenance crews. Next, the agency submits an application to ODOT's Region Traffic office, which reviews then forwards it with the other necessary documents to the Traffic Management

Section's HEP Coordinator. The application is then reviewed and eligibility is determined.

Applications will either be "approved," "approval pending," or "not approved." For the "approval pending" applications, the HEP coordinator will indicate which steps need to be taken before the project receives full approval. Region Traffic staff will then select projects from the pool of "approved" and "approval pending" projects. Competing projects may be ranked by the incremental benefit/cost method. The applying agency will be notified of the project's selection status. For those projects selected, the Region Traffic office will notify the HEP coordinator and a formal project prospectus will be prepared.

3.2 Revising Project Cost Estimates

If the project estimate increases or decreases during the project development phase, the Region Traffic office will send written notice to the HEP Coordinator requesting approval for additional funds. For state projects, increases in HEP projects will be funded from the appropriate Region's budget and decreases will become a savings in that Region's budget. For local projects, project costs will not be allowed to increase more than 10 percent over the original estimate. Funds may or may not be available for funding increases.

4.0 Federal Reporting Requirements

As required by Title 23 §152(f) and (g) of the United States Code, the Oregon DOT has established an evaluation process to analyze and assess results achieved by safety improvement projects funded by the HEP program. Each year, the Oregon DOT files a report with the Federal Highway Administration by December 30. As a part of the use of federal funds, it is expected that the applying agency (either state or local) will contribute to the report as requested by the Oregon DOT.

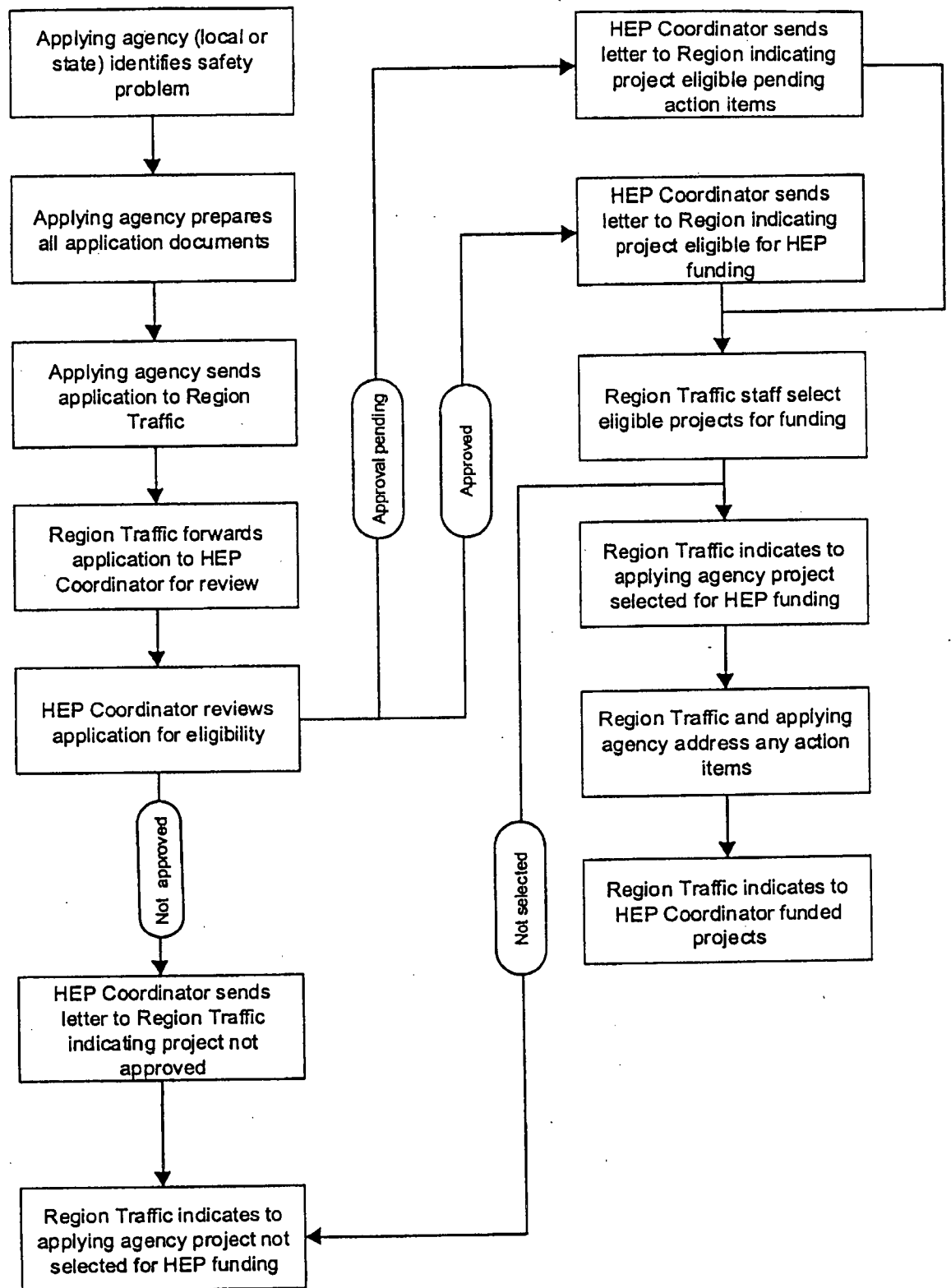
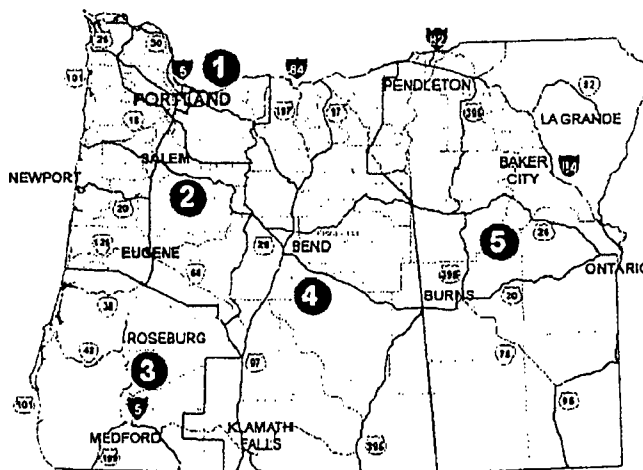


Figure 1 HEP Application and Selection Process

5.0 Contacts

5.1 Region Contacts

The Region Traffic Managers as of October 2002 with their telephone numbers are:



Region	Headquarters	Region Traffic Manager	Telephone
1	Portland	Bill Ciz	503-731-8227
2	Salem	Robert Fynn	503-986-2649
3	Roseburg	Sue D'Agnese	541-957-3688
4	Bend	Joel McCarroll	541-388-6189
5	La Grande	Tom Kuhlman	541-823-0964

5.2 HEP Program Coordinator

Questions or comments about the HEP Program can be directed to:

Chris Monsere, Highway Safety Engineering Coordinator
Traffic Management Section
355 Capitol NE, 5th Floor
Salem, Oregon 97301

Voice: (503) 986-3580 Fax: (503) 986-4063
christopher.m.monsere@odot.state.or.us

APPENDIX A: TITLE 23 Section 152 of the U. S. Code

(a) IN GENERAL.—

(1) PROGRAM.—Each State shall conduct and systematically maintain an engineering survey of all public roads to identify hazardous locations, sections, and elements, including roadside obstacles and unmarked or poorly marked roads, which may constitute a danger to motorists, bicyclists, and pedestrians, assign priorities for the correction of such locations, sections, and elements, and establish and implement a schedule of projects for their improvement.

(2) HAZARDS.—In carrying out paragraph (1), a State may, at its discretion—

(A) identify, through a survey, hazards to motorists, bicyclists, pedestrians, and users of highway facilities; and

(B) develop and implement projects and programs to address the hazards.

(b) The Secretary may approve as a project under this section any safety improvement project, including a project described in subsection (a).

(c) Funds authorized to carry out this section shall be available for expenditure on—

(1) any public road;

(2) any public surface transportation facility or any publicly owned bicycle or pedestrian pathway or trail; or

(3) any traffic calming measure.

(d) The Federal share payable on account of any project under this section shall be 90 percent of the cost thereof.

(e) Funds authorized to be appropriated to carry out this section shall be available for obligation in the same manner and to the same extent as if such funds were apportioned under section 104(b), except that the Secretary is authorized to waive provisions he deems inconsistent with the purposes of this section.

(f) Each State shall establish an evaluation process approved by the Secretary, to analyze and assess results achieved by safety improvement projects carried out in accordance with procedures and criteria established by this section. Such evaluation process shall develop cost-benefit data for various types of corrections and treatments which shall be used in setting priorities for safety improvement projects.

(g) Each State shall report to the Secretary of Transportation not later than December 30 of each year, on the progress being made to implement safety improvement projects for hazard elimination and the effectiveness of such improvements. Each State report shall contain an assessment of the cost of, and safety benefits derived from, the various means and methods used to mitigate or eliminate hazards and the previous and subsequent accident experience at these locations. The Secretary of Transportation shall submit a report to the Committee on Environment and Public Works of the Senate and the Committee on Transportation and Infrastructure of the House of Representatives not later than April 1 of each year on the progress being made by the States in implementing the hazard elimination program (including but not limited to any projects for pavement marking). The report shall include, but not be limited to, the number of projects undertaken, their distribution by cost range, road system, means and methods used, and the previous and subsequent accident experience at improved locations. In addition, the Secretary's report shall analyze and evaluate each State

program, identify any State found not to be in compliance with the schedule of improvements required by subsection (a) and include recommendations for future implementation of the hazard elimination program.

(h) For the purposes of this section the term "State" shall have the meaning given it in section 401 of this title.

APPENDIX B: Benefit/Cost Analysis Worksheet

Download e-form @ <http://www.odot.state.or.us/traffic/> in the "Safety" section



OREGON DEPARTMENT OF TRANSPORTATION HAZARD ELIMINATION PROGRAM BENEFIT/COST ANALYSIS WORKSHEET

HEP File Code: PRO 08 - _____

Project Name: _____ Region: _____ Date: _____

Project on Local Agency Facility

Route Number: _____ Street Name: _____ MP Range or Cross Street: _____

Project on State Highway

Route Number: _____ Hwy Name: _____ MP From: _____ to _____

Road Character: ☐ URBAN ☐ OTHER HIGHWAY Facility Type: ☐ OTHER HIGHWAY

County: ☐ BAKER ☐ City: _____ Crash Data From: _____ to _____

Project Description: _____

Prepared By: _____ Title: _____

Type of Target Crashes	A Number of Target Crashes	B Crash Reduction Factor	C Number of Preventable Crashes A*B	D Economic Value per Crash	Total Economic Value C*D
PDO Crashes	_____	0%	0.0	\$13,000	= \$ _____
Countermeasure 1	_____	_____	_____	_____	_____
Countermeasure 2	_____	_____	_____	_____	_____
Countermeasure 3	_____	_____	_____	_____	_____
Moderate (Injury B) and Minor (Injury C) Injury Crashes	_____	0%	0.0	\$41,000	= \$ _____
Countermeasure 1	_____	_____	_____	_____	_____
Countermeasure 2	_____	_____	_____	_____	_____
Countermeasure 3	_____	_____	_____	_____	_____
Fatal and Severe (Injury A) Injury Crashes	_____	0%	0.0	\$688,000	= \$ _____
Countermeasure 1	_____	_____	_____	_____	_____
Countermeasure 2	_____	_____	_____	_____	_____
Countermeasure 3	_____	_____	_____	_____	_____

Highway/Street Type	Urban	Rural
All facilities	\$13,000	\$13,000
Interstate or Freeway	\$39,000	\$61,000
Other State Highway	\$41,000	\$55,000
Other Highway	\$684,000	\$1,362,000

Total Crash Value for _____ Months = \$ _____

Annual Benefits = $\frac{\text{Total Crash Value}}{\text{Total Months} / 12}$ = _____

Estimated Project Cost = _____

B/C Ratio = $\frac{\text{Annual Benefits} \times \text{Present Worth Factor (10 or 20 years)}}{\text{Estimated Project Cost}}$

B/C Ratio = $\frac{x}{\$}$ = _____

Present Worth Factor (10%)	Present Worth Factor (20%)
8.11	13.59

Notes

- 1 Composite crash reduction factor calculated if more than one countermeasure is applied
- 2 Select a PWF for the life of countermeasure. See instructions
- 3 PDO value is \$5,500 per crash adjusted with an under reporting factor of 2.0. National Safety Council, 2000 estimates of value per crash.
- 4 Economic costs per crash are calculated using 1998-2000 Oregon crash data and FHWA's Technical Advisory "Motor Vehicle Accident Costs, T 7570.2, October 31, 1994 updated to 2001 dollars with GDP implicit price deflator.

Instructions

1. Complete project header information. Urban road character is classified as being within urban transportation boundaries if existing, otherwise within city limits. The date range for the crash data is required to calculate the annual benefit and must be entered in date form.
2. From the crash data, enter the number of target crashes for each crash severity in the yellow-shaded cells in the column labeled "A - Number of Target Crashes." Target crashes are those types of crashes that the proposed project will mitigate. For example, the target crashes for installing a red-light running camera are crashes where the driver disregarded the traffic control device.
3. Type a brief description of the proposed countermeasure (this will usually be the same for all three crash severities) and enter the crash reduction factor (CRF) for the countermeasure in the column labeled "B - Crash Reduction Factor" expressed as a decimal. The CRF is the estimated percent reduction in target crashes. For example, installing a left turn refuge might reduce target crashes by 65 % (CRF= 65%). To apply multiple countermeasures on a project, enter the additional countermeasures in the additional cells. A composite CRF is calculated automatically using the formula:

$$CRF_{C_n} = CRF_1 + (1 - CRF_1)CRF_2 + \dots + (1 - CRF_1) \dots (1 - CRF_{j-1})CRF_j \text{ where:}$$

CRF_{C_n} = composite crash reduction factor for crash type n


CRF_j = crash reduction factor for countermeasure j

j = number of countermeasures

4. Enter the economic value of a reduced crash based on road character and facility type in the project header (this is automated on e-form) from the "Comprehensive Economic Value per Crash" in the pink shaded table in the column labeled "D Economic Value - per Crash."
5. Enter the estimated project cost. Include preliminary engineering but not right-of-way costs and round to nearest \$1,000.
6. Select a present worth factor for the life of countermeasure. Long-term treatments such as left-turn refuges and geometric improvements should use a 20-year analysis. Short-term improvements such as signs and pavement markings should use a 10-year analysis.

APPENDIX C: Risk Narrative Form

Download e-form @ <http://www.odot.state.or.us/traffic/> in the "Safety" section

<div style="border: 1px solid black; padding: 2px; display: inline-block;"><small>For Office Use Only</small> HEP File Code: PRO 08 - ____ - ____</div>	
<p>Oregon Department of Transportation Traffic Management Section Traffic Engineering Services Unit</p> <p>Hazard Elimination Program - Risk Narrative Form</p> <p>Project Name: _____</p> <p>City: _____ County: _____</p> <p><u>Project on State Highway</u> Route No: _____ Highway name: _____</p> <p><u>Project on Local Agency Facility</u> Route No: _____ Street name: _____</p>	 Region: ____ Date: ____ Preparer: ____ MP From: ____ To: ____ MP Range or cross street: ____
<ol style="list-style-type: none">1. Describe the problem. (10 points) 2. Describe the proposed solution. (10 points) 3. What is the estimated project cost? (5 points) 4. Has an engineering-type study of the problem area been conducted? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach a copy. (25 points) 5. What are the frequency, type, and severity of crashes (or conflicts) that will be mitigated by the proposed project? Include dates. (25 points) 6. What is the average daily motor vehicle, pedestrian, or bicycle volume exposed to the hazard for the same time period as above? (10 points) 7. Is the site on an appropriate state or local priority list? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, identify the priority list and the rank. (10 points) 8. Please describe the local agency and citizen support for the proposed project. (5 points)	

APPENDIX D: Additional Sources

CRASH DATA:

Sylvia Vogel
Oregon DOT, Transportation Development Division
555 13th Street NE
Salem OR 97301-4178
(503) 986-4240
Sylvia.M.VOGEL@odot.state.or.us

STATEWIDE CRASH RATE TABLES:

http://www.odot.state.or.us/tdb/accident_data/

CITY AND COUNTY MAPS:

<http://www.odot.state.or.us/tdmappingpublic/index.htm>

OREGON DOT HIGHWAY INVENTORY:

http://www.odot.state.or.us/transview/highwayreports/aml_summary_parms.cfm

OREGON DOT HIGHWAY VOLUMES

http://www.odot.state.or.us/tdb/traffic_monitoring/tvtable.htm

SAFETY PRIORITY INDEX SYSTEM (SPIS) INFORMATION:

Chris Monsere, Highway Safety Engineering Coordinator
Oregon DOT, Traffic Management Section
355 Capitol NE, 5th Floor
Salem, Oregon 97301
Voice: (503) 986-3580 Fax: (503) 986-4063
christopher.m.monsere@odot.state.or.us

COUNTERMEASURE LIST WITH CRASH REDUCTION FACTORS:

Chris Monsere, Oregon DOT (listed above)

AGENDA PLACEMENT REQUEST

BUD MOD #:

Board Clerk Use Only:

Meeting Date: December 19, 2002

Agenda Item #: PH-2

Est. Start Time: 10:00 AM

Date Submitted: 12/15/02

Requested Date: December 19, 2002

Time Requested: 2 hours

Department: DBCS

Division: Budget & Service Improvement

Contact/s: Tony Mounts

Phone: (503) 988-4185

Ext.: 84185

I/O Address: 503/4

Presenters: Chair Diane Linn, Tony Mounts if Needed

Agenda Title: Opportunity for Public Input on Proposed Mid-Year Reductions to the 2002-2003 Multnomah County Budget.

NOTE: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide clearly written title.)

- 1. What action are you requesting from the Board? What is the department/agency recommendation?**

Adoption of the FY03 Budget Rebalance Plan

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

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

The FY03 Budget is projected to receive approximately \$19 million less in revenue than is necessary to fund the level of service contained in the FY03 Adopted Budget. The FY03 Budget Rebalance Plan contains a total of \$16.6 million in additional revenue and expenditure reductions to address the revenue shortfall. The balance of the shortfall will be made up from General Fund reserves which will be replenished from FY04 service reductions.

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

If a budget modification, explain:

- ❖ **What revenue is being changed and why?**
- ❖ **What budgets are increased/decreased?**
- ❖ **What do the changes accomplish?**
- ❖ **Do any personnel actions result from this budget modification? Explain.**
- ❖ **Is the revenue one-time-only in nature?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**

NOTE: Attach Bud Mod spreadsheet (FORM FROM BUDGET)

If a contingency request, explain:

- ❖ **Why was the expenditure not included in the annual budget process?**
- ❖ **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
- ❖ **Why are no other department/agency fund sources available?**
- ❖ **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account.**
- ❖ **Has this request been made before? When? What was the outcome?**

If grant application/notice of intent, explain:

- ❖ **Who is the granting agency?**
- ❖ **Specify grant requirements and goals.**
- ❖ **Explain grant funding detail – is this a one time only or long term commitment?**
- ❖ **What are the estimated filing timelines?**
- ❖ **If a grant, what period does the grant cover?**
- ❖ **When the grant expires, what are funding plans?**
- ❖ **How will the county indirect and departmental overhead costs be covered?**

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

The range of policy issues have been discussed at Board worksessions on December 5, 10, 11, 17, and 18.

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

Public involvement included four community workshops in November and a public hearing held on December 11.

Required Signatures:

Department/Agency Director: _____

Date:

County Attorney

By: _____

Date:

Budget Analyst

By: _____

Date:

BCC Agenda for the Week of 12/16

December 17, 2002

Tuesday AM Session

9:30	Agenda – This Week Before the Board Status of Reductions – Diane, Tony
9:45	BCC Proposals
10:30	Public Safety Group –Q&A
	MCSO
	DCJ
	DA
11:00	General Government Group – Q&A
	BCS
	Library
11:45	Follow-Up
12:00	Lunch

Tuesday PM Session

2:00	Status of Reductions - Tony
2:10	Health & Human Services –Q&A
	OSCP
	Health
	DCHS
2:40	Follow-Up
3:00	Begin Construction of Final Reduction List
4:00	Adjourn

December 18, 2002

Wednesday AM Session

10:30	Status of Reductions - Tony
10:45	Construction of Final Reduction List
12:00	Adjourn

December 19, 2002

Thursday AM Session

10:00	Opening Comments and Instructions by Diane
10:10	Public Testimony
11:00	Review of Final Reduction List
11:30	Adoption

FY 2003 Mid-Year Reduction Summary
12/18/2002 - Revised #6

Dept-Pckg #	Package Name	Yr OTO CGF Saving	FY 03 Mid- Yr Ongoing CGF Saving	Mid-Yr CGF Rev Change	Yr Net CGF Change	Annualized Mid-Yr FTE Change
All BCC						
Cruz-MCSO-01	1% additional reduction from MCSO budget				1,300,000	
Cruz-DCJ-02	Cut external security contract at Mead Building		47,500		47,500	
Cruz-DCJ-03	Restore New Options/Prostitution Alternatives		(100,000)		(100,000)	
Cruz-DCJ-04	Restore OCHA		30,000		30,000	
Roberts-DA-05	Restore Medical Examiner		(42,185)		(42,185)	(1.00)
Naito-NonD-06	Cut LPSCC carryover funds	30,000				
Naito-BCS-07	Cut \$45,000 in GF Sustainability Program, cut \$45,000 in Fleet Fund and Transfer to GF	45,000	45,000		90,000	
Naito-BCS-08	Cut 0.50 Sustainability FTE in Facilities fund and transfer \$20,000 to GF	20,000			20,000	
Naito-BCS-09	Cut Housing in Facilities Division		40,000		40,000	0.83
Rojo-BCS-10	Restore Utility Worker in F&PM by cutting contracts				0	
Cruz-BCS-11	Cut contracts in Directors Office		35,000		35,000	
Rojo-Lib-12	Hold vacant Deputy Library Director FTE	30,000			30,000	
Linn-BCS-13	Move 0.50 FTE GF Sustainability program to Fleet Fund	45,000			45,000	
Linn-BCS-14	Hold vacant Diversity FTE	35,000			35,000	
Linn-BCS-15	Hold vacant LUP Director	28,000			28,000	
Linn-BCS-16	Hold vacant Elections FTE	27,000			27,000	
Linn-BCS-17	Reduce Professional Services	15,000			15,000	
Cruz-OSCP-18	Reduce funding at 6 Touchstone sites, instead of eliminating three sites				0	
Cruz-OSCP-19	Student Retention-Restore 90% of cut(NAYA, OCHA, Catholic Charities), funded within existing departmental resources (126,907)				0	
Cruz-OSCP-20	Restore Student Enhancement/Family Retention, funded within departmental existing resources				0	
Cruz-OSCP-21	Restore Case Mgt (IRCO, ALMAS), offset with SAI reductions (7,744)		(7,744)		(7,744)	
Cruz-OSCP-22	Restore Gang Outreach, offset with SAI reductions (22,955)		(22,955)		(22,955)	
Cruz-OSCP-23	Restore Community Transitional School, offset with SAI reductions (21,300)		(21,300)		(21,300)	
Cruz-DCJ-24	Reduce SAI to fund OSCP-20, 21, 22		50,700		50,700	
Cruz-OSCP-25	Restore Clearinghouse Vouchers		(42,000)		(42,000)	
Cruz-OSCP-26	Restore Girls Initiative		(59,283)		(59,283)	
Cruz-OSCP-27	Restore A&D Assessment with TV		(96,500)		(96,500)	
Cruz-OSCP-28	Restore Friends of Children Contract		(25,000)		(25,000)	
Linn-Health-29	Partially Restore Field Teams		(148,000)		(148,000)	
Cruz-Health-30	Partially Restore WIC		(150,000)		(150,000)	
Naito-CHS-31	Restore DARTS (Hand-in-Hand refer to DCHS-10)		(121,547)		(121,547)	
Naito-CHS-32	Restore CAREs contract w/Legacy		(59,408)		(59,408)	
Naito-CHS-33	Partially Restore MH Consultant in School Based, and Family Enhancement, refer to DCHS-12, 26		(200,000)		(200,000)	
Cruz-NonD-34	Underspending by 1% in Non-D	19,436			19,436	
					0	
Total BCC		294,436	(847,722)	-	716,714	-

**MULTNOMAH COUNTY OREGON**

DEPARTMENT OF COMMUNITY AND FAMILY SERVICES
BEHAVIORAL HEALTH DIVISION
421 SW SIXTH, SUITE 600
PORTLAND, OREGON 97204
(503) 988-5464 FAX (503) 988-3926
TDD (503) 988-3588

FAX TRANSMISSIONDATE: 12/16/02

TOTAL NUMBER OF PAGES: _____

TIME: 11:00TO: Deb B.
(NAME)County Commissioners
(DEPARTMENT)988-3013
(FAX NUMBER)FROM: _____
(NAME)SBHC
(DEPARTMENT)_____
(FAX NUMBER)

Re: _____

COMMENTS: _____

Please distribute to Commissioners

✓ BCC 12/16/02

**PLEASE DELIVER THE FOLLOWING MATERIALS AS SOON AS POSSIBLE
IF TRANSMISSION IS INTERRUPTED OR OF POOR QUALITY,
PLEASE NOTIFY US IMMEDIATELY AT (503) 988-5464**

THE DOCUMENTS ACCOMPANYING THIS FAX TRANSMISSION MAY CONTAIN CONFIDENTIAL INFORMATION UNDER THE LAW OF THE STATE OF OREGON AND THE UNITED STATES OF AMERICA. ALL INFORMATION TRANSMITTED IS INTENDED FOR THE USE OF THE ABOVE-NAMED RECIPIENT. IF YOU ARE NOT THE NAMED RECIPIENT, YOU ARE NOT AUTHORIZED TO READ, DISCLOSE, COPY, DISTRIBUTE, OR TAKE ANY ACTION IN RELIANCE ON THE INFORMATION AND ANY ACTION OTHER THAN DELIVERY TO THE NAMED RECIPIENT IS STRICTLY PROHIBITED. IF YOU ARE THE RECIPIENT, YOU ARE NOT AUTHORIZED TO REVEAL ANY OF THIS INFORMATION TO ANY OTHER UNAUTHORIZED PERSON.

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THANK YOU

Justin
Morgan

12/12/02

Please try to keep our clinic open. My parents pay a lot of taxes, and they say the best thing they get back is help for me and my brothers. I have problems sometimes and now I can even look people in the eyes, cause counsellers like Chris have helped me to trust people. My problems are personal like a lot of kids that go to the clinic. My mom even knows kids that would have died if the clinic didn't help. She's a teacher and sends kids with problems to the clinic. So please don't close the clinic. Chris is like my best friend there and he's going to miss me a lot and so am I. We do lots of stuff together and I will never see him again. S.O. please don't close the ~~clinic~~ clinic.

Porto Moreth
Middle Schoolto: Chris friends
from: Justin

BOGSTAD Deborah L

From: mommyerin@attbi.com
Sent: Tuesday, December 17, 2002 8:53 PM
To: mult.chair@co.multnomah.or.us; district1@co.multnomah.or.us;
serena@co.multnomah.or.us; lisa.h.naito@co.multnomah.or.us;
lonnie.j.roberts@co.multnomah.or.us;
deborah.l.bogstad@co.multnomah.or.us
Cc: kdowling@lhs.org; david@nebc.org
Subject: CARES Northwest

Dear County Commissioners

I am writing to express my concern regarding the proposed cuts in funding to the CARES NW Program. These proposed cuts would eliminate half of the general fund allocated to the overall program, as well as one-quarter of the Family Support Team. The CARES NW Program serves a critical role in our community, providing neutral and comprehensive child abuse interventions and assessments. This program has been replicated locally and nationally. Because CARES NW is an agency serving the whole community, funding cuts would impact all of the CARES NW hospitals; Legacy, OHSU and Kaiser; the three participating counties, the Portland Police Bureau, and the Department of Human Services.

The Family Support Team provides direct services to the majority of families seen at CARES NW, families who are enduring a profoundly painful crisis. The team also provides consultation, public speaking and education to the community at large, and to families calling in for information. Crisis intervention, education, support, referral and direct treatment are some of the essential services provided by the Family Support Team. Dwindling resources for children's mental health in recent years places an even greater emphasis on the need for the immediate services provided by this Multnomah County program.

In conclusion, it is alarming to see proposed cuts to health and human services disproportionate to cuts in the public safety sector. Offering immediate, professional service to abused and neglected children at the time of disclosure addresses current and future safety concerns. It may also reduce the need for long-term use of mental health and corrections systems.

Please continue to support funding for this needed, quality community program.

Sincerely,

Erin Collier
2917 NE 10th Ave.
Portland, OR 97212
503-282-9440

BOGSTAD Deborah L

From: MSPCenter@aol.com

Sent: Wednesday, December 18, 2002 8:28 AM

To: mult.chair@co.multnomah.or.us; district1@co.multnomah.or.us; serena@co.multnomah.or.us;
lisa.h.naito@co.multnomah.or.us; lonnie.j.roberts@co.multnomah.or.us;
deborah.l.bogstad@co.multnomah.or.us

Subject: Budget Cuts Eliminate our Program

Dear Commissioners:

I do not envy you your job. Nor am I without compassion for the thousands of citizens who will be effected, directly and indirectly by your cuts. I have attended two public hearings and multiple meetings with the Lorenzo Poe wherein the proposed cuts were eluded to and proposed. Not until the meeting on December 5th was Mt. Scott Park Center for Learning listed as a "cut". I have tried to testify, even bringing some of our youth with me, but we have been "out-shouted" by others, many of them organizations which refuse to serve the 120 youth who attend school at Mt. Scott.

Your funds have provided two counselors at our schools. Over 90% of the students we serve qualify for free lunch. They have failed in school. Some had dropped out before coming to Mt. Scott. Thirty percent are students of color: 8% are Native American, 20% Hispanic and 2% African American. Fully two-thirds live with a single parent. Over one-half are ADHD. Eighty percent of our girls have experienced sexual abuse; over 75% of all students report witnessing domestic violence.

Our counselors provide direct mental health services, case management, anger management, social skills classes, violence prevention, character development curriculum, boys and girls groups. They work to connect youth and families with other (dwindling) social services. **Notably, our students have been refused services by SUN programs in our area (a program which appears to be immune from cuts?). Recently, they've been denied services for drug and alcohol assessment and treatment by PPS: this despite the fact that the expulsion resulting in referral to our program was often a drug or alcohol related offense. Without these counselors, these students would be missing a critical cornerstone to rebuilding their futures.**

SE Portland, including our program, is without the backup funding and resources afforded by the Enterprise Zone and Empowerment Community which abounds in N/NE Portland. Unlike Agencies located in that geographic area, Mt. Scott students do not qualify for the systems created through worksystems, inc. or the Youth Opportunity grants. Therefore, these counselors are the only support these students receive in handling drug and alcohol issues, mental health problems, employment, family concerns and poverty related obstacles to success.

The cut you propose completely eliminates these positions for the year. Our sister program, Open Meadow, only took a 10% reduction. We provide identical services: Mt. Scott however more than quadruples their numbers of service hours monthly. I question the fairness of this

12/18/2002

decision.

I am willing to share in the cuts: I have already laid off one staff member. I ask that you make our cut one-half of its current \$26,800, or \$13,400. This will allow me to retain one counselor for our 60 middle school students. These are 60 students who are without question the most at-risk for school failure, illegal activity and substance abuse. Our program is proven effective in supporting youth to successfully remain in school and avoid these other problems. Our statistics, I'm told, are the best of all school-retention efforts: 98% retention in 2001-2002, increases in academic levels on average by 2 grade levels each year, and attendance over 90%. No one can rival our success with these students, largely because our counselors support behavioral changes necessary to achieve these results.

Thank you for considering this plea. As I said, I have tried to reach Lorenzo Poe, with no results. I have attended public hearings and provided written testimony when there was no time for my testimony. I hope this information gets to you in time. I will try again to testify tomorrow.

Sincerely, Susan I. Stoltenberg, Executive Director, Mt. Scott Park Center for Learning

FAX COVER PAGE



MULTNOMAH COUNTY
HEALTH DEPARTMENT

TO: Deb	FROM: Parkrose School Based Health
@ County Commissioners' Office	@ Parkrose School-Based and Neighborhood Health Center
FAX #: 503 988 3013	FAX #: (503) 988-3580
PHONE #:	<u>For information call: (503) 988-3392</u>
DATE: Dec. 18, 2002	Total # pages, including cover sheet = _____

Hi, Deb,

We respectfully request these Kudos be distributed to each commissioner before the vote tomorrow.

Thank you -

Parkrose SBHC Staff

CONFIDENTIALITY NOTE

The information contained in this facsimile message is legally privileged and confidential, intended only for the use of the addressee named above. If the reader of this message is not the intended recipient, you are notified that any dissemination, distribution, or copying of this facsimile is strictly prohibited. If you received this copy in error, please notify us immediately at telephone number 503-988-3392.

The

C's of School-Based Health Centers

A

Academic Health Centers

B

Better Learning

C

Comprehensive Services

**Because
Healthy
Kids Learn
Better!**

School-Based Health Centers are important to me because...

12/16/02

To Whom It Concerns,

As one of the counselors of academics at Parkrose High School I am part of an evaluation team that recommends and refers students to the County Mental Health Consultant at the Parkrose Health Clinic. Many students in need of this service do not have the financial or transportation means to get this service away from Parkrose High School. I have personally used this service to consult ^{now} with both Deb Stone, and ^{in the past} Tim Rambo when he was in the position. I have also taken clients/students personally to the mental health consultant to help develop the counselor/counsee relationship. Parkrose High School has 2 academic counselors for 1,100 students. So, having the use of a mental health consultant in our building is a big need. Please strongly consider keeping a mental health consultant at the Parkrose NAME (if a student, please specify school name) Health Clinic. The clinic as a whole is very Sincerely, critical to CITY/STATE/ZIP Dan Beeghly

ARTWORK COURTESY OF OXON HILL HIGH SCHOOL HEALTH CENTER, MARYLAND
students and staff at
Parkrose High School
Counselor

502-408-1157

The C's of School-Based Health Centers

A

Assess
Health Status

B

Better
Learning

C

Connect
Students

**Because
Healthy
Kids Learn
Better!**

**School-Based Health Centers are
important to me because...**

I feel confident that
I can call on the mental
health worker at the clinic
when my students have
issues that I am not
trained to deal with.
On many occasions the
clinic has helped my
students to get the
help that they need to
be better students.

Bru Cordover
NAME (if a student, please specify school name)
Ft. Ld, OR. 97218
CITY/STATE/ZIP

ARTWORK COURTESY OF OXON HILL HIGH SCHOOL HEALTH CENTER, MARYLAND

Liiane + Commissioners

Thank-you for letting me speak.

I am very concerned about ALL of the budget cuts that are being proposed lately. It is getting extremely scary.

As you know I am on several groups and have been active for the past several years in the task forces and re-design teams. I realize no one has a crystal ball, but why haven't we seen this coming and helped to create safety nets before now? Every time I ask someone what else I can do to help out, I've been told not to worry and keep doing what I'm doing. So now I ask you again. What can I do to help fix the crises that we are coming into?

Thank-You
Laddie

#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: 19 DEC 02

SUBJECT: MC BUDGET

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: BOB LEIPPER

ADDRESS: PO BOX 94

CITY/STATE/ZIP: TROUTDALE, OR 97060

PHONE: _____ DAYS: 503-695-5276

EVES: _____

EMAIL: _____

FAX: _____

SPECIFIC ISSUE: PUBLIC SAFETY CUTS, CUTS TO PEOPLE

PROGRAMS

WRITTEN TESTIMONY: NO

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: 12-19-02

SUBJECT: Budget Cuts which
eliminate program at Mt. Scott Schools

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: X THE ABOVE AGENDA ITEM

NAME: Susan Stoltenberg, Director, Mt. Scott
Learning Centers

ADDRESS: 5512 SE 73rd

CITY/STATE/ZIP: Portland, OR 97206

PHONE: _____ DAYS: 771-0297 EVES: _____

EMAIL: mssccenter@aol.com FAX: 788-0501

SPECIFIC ISSUE: reductions unfairly (disproportionately)
affect SE at risk youth served at

WRITTEN TESTIMONY: Mt. Scott by eliminating
all counseling services

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.



ASSESSING CHILD MENTAL HEALTH SERVICES IN THE OREGON HEALTH PLAN

A REPORT ON THREE FOCUS GROUPS

Prepared by
Chris Koyanagi, Policy Director
Rafael Semansky, Senior Policy
Analyst

Bazelon Center for Mental
Health Law
Washington, D.C.

Fall 2002

The Bazelon Center wishes to thank all parents who participated in the focus groups and the State of Oregon and the Oregon Family Support Network for their assistance in the preparation of this report. This report was prepared by the Bazelon Center with funding from the W.T. Grant Foundation. The content of the report does not necessarily reflect the views of the funder.

Prepared by Chris Koyanagi, Policy Director and
Rafael Semansky, Senior Policy Analyst
Edited by Christopher Burley with assistance from Lisa Block
Designed by Christopher Burley

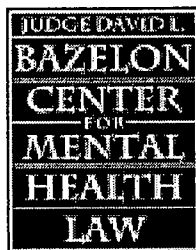
Photo image courtesy of istockphoto.com

For more information on this report, please contact Rafael Semansky at 202-467-5730 x 123 or by e-mail at rafaels@bazelon.org.

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October 2002
\$15.00

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Bazelon Center for Mental Health Law
ATTN: Publications Desk
1101 15th Street, NW
Suite 1212
Washington, DC 20005



The Bazelon Center for Mental Health Law is the leading national legal advocate for people with mental disabilities. Since its founding in 1972, the nonprofit organization's precedent-setting litigation and public-policy advocacy has successfully challenged many barriers and expanded access to public schools, workplaces, housing and many other opportunities for community life. Today we work to end the punishment of children and adults for the failures of neglectful public mental health systems and to achieve full membership in the community for all people with mental disabilities.

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EXECUTIVE SUMMARY

Over the past decade, the effectiveness of services for children with serious mental disorders has improved significantly. Today, an array of evidence-based interventions can be provided in the community, enabling many children to live at home. Recognizing the need to cover these services, states have adjusted their Medicaid programs accordingly. Because of these changes, a broad array of children's services in public mental health systems are now covered by Medicaid's rehabilitation services category.¹ Children on Medicaid are entitled to any necessary health service covered by federal law. These services are detailed in each state's Medicaid plan. However, listing services in a state's plan is only the first step. Whether children can access these services depends on actual service availability in individual communities.

In 2002, the Bazelon Center for Mental Health Law, with funding from the W.T. Grant

Foundation, investigated the impact of expanding child mental health services in Medicaid on the actual availability of services to children. To assess family satisfaction, focus groups were held in two states: Oregon and New York. Both states have a comprehensive Medicaid mental health benefit for children with serious disorders. Oregon employs a managed care system, while New York uses a fee-for-service approach to deliver these services. This report summarizes findings from the three Oregon focus groups.

Parents generally found services covered under the Oregon Health Plan to be helpful to their children — when they were able to obtain them. Generally, children of all ages have access to some level of basic outpatient treatment, particularly medication and limited

psychotherapy. However, parents reported significant problems accessing more intensive community rehabilitation needed by children with serious emotional disturbances. With few available services to help teens develop the skills for independent living, parents found the serious shortage of appropriate services for adolescents to be particularly problematic.

While the state places an emphasis on early intervention for very young children, most children on the Oregon Health Plan do not benefit from early recognition of their disorder. Parents instead were often blamed for their child's problems and their insights into the seriousness of their children's disorders were

often ignored. Many parents waited years for recognition of problems they had noted and sought assistance for when their child was very young, often in infancy. Even after problems are recognized, there are often long wait lists for services

and parents continue to struggle with the perception that they are to blame for their child's problems.

Children deteriorate as families struggle to cope without adequate guidance or backup. The lack of early identification, the scarce information available to parents regarding service options and the minimal provision of limited outpatient treatment — even for children with very serious disorders — result in a crisis-oriented system. These children require a range of services, targeted to their individual needs. In-home services, day treatment and case management are all covered under the Oregon Health Plan, but apparently few children receive them.

Without adequate services, children often go into crisis and parents generally found Oregon's crisis systems to be extremely inadequate. For many families, all that is available is a hotline that offers little help but directs families to contact the community mental health clinic during normal business hours or to go to a hospital emergency room. Parents reported that often their only option was to call the police.

The lack of information on what services can be covered under the Oregon Health Plan further complicates parental efforts to obtain services for their children. Parents in the focus groups were often unaware of available benefits, having received insufficient information from their plan, the county and the state. As a result, many parents did not know that certain important services needed by their children could be covered.

Without adequate access to outpatient treatment or needed intensive community rehabilitation services, many families are forced into the child welfare or juvenile justice systems in a desperate attempt to get help for their child. Far from providing a solution, this approach often only raised new challenges for families seeking services for their child.

Many parents reported being told by providers that the only way to receive more services— in other words, to become a priority for the system— was to enter into an agreement with child welfare. Such agreements can provide a gateway to services for families whose children need intensive mental health services that the family has no other way to access. Oregon law's provisions on these voluntary agreements are intended to protect families, but many parents reported being pressured into giving up their parental rights in order to get their child services. Those who did get voluntary agreements reported they were nonetheless treated as if they were guilty of abuse or neglect, despite the law's intent.

Other state systems serve children's mental health needs no better. Schools have limited services and do not respond to these children's needs. Juvenile justice is a punitive system, and children who come into that system due to untreated mental disorders do not receive the services they need. Agencies also cost-shift, assuming (or hoping) that someone else will take responsibility for a particular child. As a result, child mental health services are not only woefully inadequate but also extremely fragmented.

The situation reported by Oregon parents was troubling. Despite the state Medicaid plan's comprehensive child mental health services benefit, children are too often unable to access many of these services when they need them.

The findings from these focus groups have important ramifications for child mental health policy in Oregon. In particular, there is a need for:

- Training of staff in mental health, child welfare, education and juvenile justice agencies to better recognize serious mental disorders and to take more seriously the reports of parents;
- Significant expansion of access to evidence-based community rehabilitation services known to help prevent children from deteriorating to the point where they need expensive 24-hour care or where parents feel they must turn to child welfare or juvenile justice systems for help;
- Addressing the gap in mental health crisis services so that families need not depend on hot lines that provide very little guidance and on hospital emergency rooms that lack sufficient trained staff to handle these children;
- Interagency collaboration at state and county levels to create an integrated system of care to replace the state's current fragmented approach where agencies too often work against each other; and

• Providing parents the information they should have — a complete and detailed list of the services covered for children in the Oregon Health Plan.

Oregon's experience is, unfortunately, consistent with that of other states struggling to provide children with mental illnesses access to services through Medicaid. Independent commissions and task forces in many states are increasingly identifying significant problems in public child mental health systems.² Across the country, children's mental health needs are left unmet. The broadening of Medicaid service options, while encouraging, may mask an

opposing trend — reductions, or at least a lack of expansion, in the real availability of services for children with emotional disturbances.

These conditions are not isolated to Oregon, but the fact remains: Oregon's children deserve better. Parents believe — and the Bazelon Center agrees — that substantial improvements are needed in the state system for providing services to children with mental disorders.

INTRODUCTION

Oregon's large size and small population of 3.4 million people pose challenges for the delivery of mental health services. Though one of the largest states in terms of area, the number of persons per square mile is less than half the national average.³ Seventy percent of the state's population is concentrated in the three urban areas (Medford-Ashland, Eugene-Springfield, and Portland-Salem). Nearly two million people live in the Portland-Salem metropolitan area⁴ and about a million live in rural and frontier areas. The state's population is less diverse than the country as a whole, with 86.6% being white. Hispanics are the largest minority group comprising 8% of the population, followed by Asians at 3%.⁵

The Oregon Health Plan (OHP) operates with a federal waiver that permits enrollment of Medicaid-eligible individuals in managed care plans. It also covers significant numbers of uninsured persons in the state.

Not all of the Medicaid population is enrolled in OHP. To maintain provider continuity or find a provider who accepts Medicaid, families may opt out of managed care and receive services through fee-for-service using the plan's "open card" option.

In 1995, nearly 16% of children aged 0-18 were covered by Oregon's Medicaid program.⁶ Oregon has since expanded coverage through OHP, reducing the number of children without health insurance from 21% to 8%.⁷ Medicaid enrollees have a more expansive benefit package than the near-poor uninsured individuals who are on the plan. The OHP benefits include treatment for mental illnesses as an integral part of the overall benefit package.

The OHP operates through fully capitated health plans (managed care entities) that are responsible for health care and substance abuse services. County and regional Mental Health

Organizations (MHOs) are contracted separately to provide mental health services. County mental health departments have the right of first refusal to bid for the MHO contract. Larger counties, such as Multnomah and Clackamas, have created their own MHOs, while rural counties often join together.

OHP has separate funding mechanisms for certain high-intensity residential and day services. Using direct contracts between the state and the provider that are based on a daily rate, the state pays for:

- Extended inpatient care at Oregon State Hospital for children suffering from severe functional impairment;⁸
- Therapeutic foster and proctor care, as well as therapeutic group homes, which are community-based alternatives to psychiatric residential and hospital levels of care; and
- Residential treatment centers and psychiatric day treatment, referred to as Child/Adolescent Intensive Treatment Services (ITS). The ITS day treatment programs offer placements to children who cannot attend regular school because of mental or emotional disorders.

Oregon's Office of Mental Health & Addiction Services has since 1999 piloted the Kids Intensive Mental Health Treatment and Services (KITS) program. The program merges the daily rate funding for residential treatment with funding for psychiatric day treatment into a single rate that is channeled through the managed care contracts. KITS provides residential and outpatient services to a small number of children with serious mental disorders. In 2000, twenty slots were available in 10 counties.⁹

In recent years, OHP has been adversely affected by low provider rates and the departure

of private health plans. Many providers have left OHP due to its low payment rates.¹⁰ Several of the commercial fully capitated health plans and a few capitated MHOs have either left the OHP completely, exited selected counties or reduced enrollment. As a result, the percentage of OHP enrollees covered by managed care has fallen from 85% in 1998 to 65% in 2000.¹¹

Several studies confirm the difficulty in accessing mental health services under OHP. A 1998 survey of primary care physicians found that 52% reported that OHP patients referred for mental health services were placed on long waiting lists. Fifty-nine percent did not believe that the plan provided adequate mental health coverage.¹² The Mental Health Alignment Workgroup held community forums around the state that identified several problems in child mental health services:

- Lack of local options for respite care, which can provide temporary help for parents struggling with a child's difficult behavior;
- Too few child psychiatrists; and
- Inadequate resources devoted to children's mental health.¹³

The Oregon Children's Plan, which is separate from OHP, targets all children ages 0-8 and their families, regardless of health insurance coverage. The plan seeks to reduce the risk of children developing health, mental health, substance abuse and other social problems. The state allocated additional funds in 2000 to expand early identification and treatment of mental disorders and substance abuse services available through the Children's Plan. Expanded services include in-home and school-linked services, parent-child attachment facilitation, behavior management training, preventative skills building services for children, and other wraparound supports.¹⁴

MENTAL HEALTH SERVICES IN THE OREGON HEALTH PLAN

Like other states, Oregon covers a wide array of community mental health services under its Medicaid Clinic and Rehabilitation options. Medicaid-covered community mental health services for children in Oregon are as follows:

Outpatient Clinical Care

- Assessments
- Individual, family and group psychotherapy
- Crisis services
- Partial hospitalization
- Physician services, including medication management
- Prescription drugs

24-Hour Institutional Care

- Psychiatric hospital inpatient services
- Residential treatment center services
- Group home services

Rehabilitation Services:

- Intensive home-based services
- School-based day treatment
- Other day treatment
- Afterschool programs
- Family wraparound services
- Therapeutic nurseries
- Therapeutic foster care
- Therapeutic proctor care
- Individual psychosocial skills development

Case Management

- Targeted case management for children with serious mental disorders

BAZELON CENTER STUDY

The Bazelon Center held three focus groups of parents of children with mental disorders who are on Medicaid in April 2002. One was held in Portland for parents in the urban area of Multnomah County, one in Salem attended largely by parents from the rural areas of Lane County and one in Grants Pass for parents from the six rural counties served by Jefferson Behavioral Health Care. Parents discussed experiences with their 46 children with serious mental disorders on Medicaid, most of who were in the OHP. They also completed a short survey regarding their child's disorder and use of mental health services. For more information on focus group methodology, see Appendix A.

FOCUS GROUP PARTICIPANTS

Most participating parents were mothers (90%). The children were primarily male (67%) and tended to be older; 46% were aged 7-12 and 35% were aged 13-18. Only 20% were 0-6 years old. Most children had multiple mental health problems, 94% of them having more than one diagnosis.

The diagnoses most often reported by the parents were:

- Attention-deficit/hyperactivity disorder (ADHD) or attention deficit disorder (ADD), 65%;
- Oppositional disorder/oppositional defiant disorder, 54%;
- Learning disorder, 50%;
- Depression, 45%; and
- Post traumatic stress syndrome, 37%.

Most, but not all, children received their care from three MHOs: Verity, Lane Care and Jefferson Behavioral Health. Verity operates in Multnomah County, which includes Portland,

the state's largest city. Lane Care operates in Lane County in western Oregon. Jefferson Behavioral Health operates in six rural counties (Coos, Curry, Douglas, Jackson, Josephine, and Klamath) in the southwestern part of the state, near the border with California.

Parents were asked in a written survey to indicate which plan their child was in or whether the child was open card. For those parents who failed to answer this question, the focus group they attended, e.g. "Portland Group" is cited.

More children were enrolled in Lane Care (16 children) and Jefferson Behavioral Health (12 children) than Verity (5 children) and open card (6 children). More than two-thirds of children (68%) had been enrolled in their MHOs for more than a year. Since many mental health providers in Multnomah County do not accept Verity, parents in the Portland focus group were more likely to have opted out of the managed care program and selected the fee-for-service option. The children's race and ethnicity were slightly different from the state as a whole: 83% were white, 7% African American, 4% Native American and 2% Latino. Except for age, there appeared to be no relationship between a child's demographics and their experience with OHP.



FINDINGS

ACCESS, AVAILABILITY AND APPROPRIATENESS OF SERVICES

Parents generally found services available under Oregon's comprehensive child mental health services benefit to be helpful to their children — when they were able to obtain them. The state places a strong emphasis on early intervention for very young children and generally there is access to some level of basic outpatient treatment for children of all ages.

However, parents reported significant problems accessing many services when their children needed them, particularly more intensive community rehabilitation services. In fact, parents frequently found it hard to access any services for their child at all, enduring delays of many years before their child's needs were acknowledged. Parents said that, in the meantime, they were blamed for their child's disorder and their knowledge of their child's behaviors and problems was often discounted.

Parents were also unaware of the mental health benefits in the Oregon Health Plan, having received insufficient information from their plan, their county or the state. As a result, they did not know that certain important services needed by their children could be covered under the state's Medicaid plan.

Finally, parents reported that the lack of easy access and early intervention services— as well as the limitations on outpatient treatment and intensive rehabilitation services— has resulted in a crisis-oriented system where children deteriorate as families struggle to cope without adequate guidance or backup.

WHEN THEY HAVE ACCESS, FAMILIES FIND SERVICES HELPFUL

My child is on the Oregon Health Plan. I'm pretty pleased, actually, with the benefits. Because when she was on my private insurance before the SSI kicked in, she got nothing. (Lane Care)

Families reported that they found most services they received to be helpful. For some, the match of services to their child's needs was particularly appropriate. Often these children received several services in combination. Parents noted that several Medicaid services had been particularly helpful, including: early intervention, day treatment, intensive in-home services, case management, services provided by child psychiatrists, strength-based residential treatment, and family counseling and parenting skills training.

How well do I think the Oregon Health Plan is meeting his needs? I think pretty well right now for my youngest. (Salem Group)¹⁵

I think there's a lot of early intervention, which is a great thing. (Lane Care)

Most parents with younger children could obtain mental health assessments and services. In many cases, these children's problems had been identified at a very young age (0-3) when many significant mental disorders are typically overlooked. Identification of mental health issues in very young children in Head Start programs appeared to be particularly helpful to these families.

MOST FAMILIES HAVE LIMITED ACCESS

Not all parents were so fortunate. Parents whose children were older had, in contrast, often found it extremely difficult to obtain the mental health services their children needed. Either no services would be authorized or, when services were authorized, parents experienced long wait lists to receive services for their child from a limited selection of providers. Parents of adolescents were particularly concerned that there was a dearth of psychosocial skills training for youngsters to help them learn the necessary skills for independent living.

Families also believed that they had few choices, given the limited range of service options. They complained that MHOs did not individualize services based on their child's characteristics, needs, or interests.

Some parents had fought hard to get their children the services they felt their children needed. These individuals were exceptional in their persistence and assertiveness, and are, unfortunately, unlikely to be typical of most Medicaid families. But for those who complained enough, services previously denied were suddenly found.

LACK OF ACCESS LEADS TO CRISIS-ORIENTED SYSTEM

Many parents expressed concerns that children with serious issues were not served until their condition progressed to an extreme. Before reaching such a level of severity, children with very serious problems typically received only basic outpatient treatment (medication and counseling).

Parents found it easier to obtain services after their child had been hospitalized. Twenty-two percent of the families had received in-home services during the past year, but parents reported that these services were generally provided only after the child had been hospitalized, often multiple times.

Involvement with the juvenile justice system also increased access to more intensive mental health services. For some parents, follow up care upon discharge was poorly coordinated and the overloaded community systems were unable to respond in a timely manner.

ASSESSMENTS ARE KEY, BUT HARD TO GET

Diagnosis was critical to being able to receive any services, and an accurate diagnosis was essential for accessing more intensive

I know a lot of people that have children with severe emotional issues. You're thankful to get anything under the sun... you might not get anything else for two years. (Portland Group)

It's more of a snapshot of putting a child into what's already set, instead of looking at what they really need. And those services just don't matter. (Portland Group)

I had to beat on some heads for quite a while. It probably took me a good two years to get anybody to listen to me. I am a very persistent person. So, I had to beat on quite a few doors. (Jefferson Behavioral Health)

And there just hasn't been a lot of support or recognition. It's like, if they're not starting fires or doing this, then okay. They're okay. (Grants Pass Group)

My daughter had to do a lot of damage to herself before they could help her. (Portland Group)

I'm very happy with the services we're receiving now. My daughter is 13. But we weren't offered the services until she reached a crisis point and was hospitalized. That's when I really found out what was available. (Lane Care)

[I would like to see] an accurate diagnosis; accurate and quick and clean. Because again, I think they try and keep it secret from you. Because then you might actually go get some help. (Salem Group)

And I saw it in him when he was about 13 months old for the first time. I thought that this is odd behavior. And by the time he was two, he had been booted out of five different day cares...The gap in identifying services for him and identifying a diagnosis and offering him adequate treatment was almost 10 years. (Lane Care)

services. Parents had experienced difficulties getting systems to recognize the severity of their child's disorder or to conduct appropriate, full evaluations to determine the diagnosis. Some went outside OHP to obtain an assessment and diagnosis on their own. Parents expressed concern that the lag in diagnosis resulted in children entering the system only when they were in crisis.

Many parents reported a long gap, ranging from one to fifteen years, between the time that they first knew that their child's behavioral problems were due to a mental disorder and when the system acknowledged that problem and diagnosed the disorder. During this period, parents typically saw their child's condition worsen.

Professionals in mental health and school systems who had ignored parental reports on children's behavior often were responsible for the delays, according to some focus group participants. For one Portland parent, the seriousness of her son's problems was simply ignored because her therapist did not believe her reports. Then her son began acting out in a therapy session for a younger sibling:

And it wasn't until probably a year after that I had one boy in a counselor, and I sat in at the time and had all the kids with me. And my oldest son was just being who he was, and talking in word salad. And the lady (therapist) shut the door and said, "You guys can't leave here." (The child had to be admitted to inpatient services immediately) And I said, "This is what it's been like for years." (Portland)

OUTPATIENT TREATMENT IS GENERALLY AVAILABLE

I got on OHP about a year ago, and they pay for his medication fine... (Jefferson Behavioral Health Care)

A substantial number of the children were receiving basic outpatient mental health treatment, including pharmaceuticals, medication management and counseling. For example, three quarters (74%) of children had received some counseling in the past year.

But getting in to see a psychiatrist at Lane Care, which we are locked into in Eugene, is impossible. You get in and there's a three-month wait for an appointment. To get her meds re-evaluated another three months, and then in the meantime, she was off the deep end and out of her mind. (Lane Care)

However, the shortage of psychiatrists was seen as a significant problem. Parents found that few were willing to accept OHP patients and those who did often were not accepting new patients. As a result, parents experienced months-long waits to get their children into services.

Parents also wanted counseling for their children more frequently. Parents say that they are limited to 8-12 visits a year, so sessions are spread out over a long period of time. It was not unusual for parents to report that their child received counseling no more than twice a month, and often no more than once every

4-6 weeks. For children with serious mental disorders, therapy at such long intervals cannot be considered a therapeutically appropriate service.

Even for very young children, talk therapy was often the only service offered or available. Parents felt that their children with severe problems required different therapeutic approaches.

Some parents also felt that their counselors were inadequately trained. They felt that counselors changed too frequently to allow effective long-term counseling.

CRISIS SERVICES INADEQUATE FOR MOST

One-third of the parents had needed to access crisis services for their children in the past year. Some had access to crisis residential placements and a few had access to mobile mental health crisis teams. Generally, however, parents found these services to be woefully inadequate, reporting that their MHO's crisis system consisted of a phone line to call for consultation with no backup face-to-face services.

Instead, parents would often be directed to go to the mental health clinic (during weekday business hours), to a hospital emergency room or to the police. Parents wanted access to 24-hour crisis services from trained mental health providers.

Some parents saw the police as the only option for crisis services, but families found that the police were not always prepared to handle children having a psychiatric crisis, and that interactions with the juvenile justice simply created a new set of problems for families (see Interagency Collaborations, page 18).

INTENSIVE COMMUNITY REHABILITATION SERVICES ARE SCARCE

Families generally did not have case managers, and when they did services were generally provided through the Office of Services to Children and Families or from the Office of Developmental Disabilities. Families felt that someone who could help them identify their child's needs, locate providers, and advocate with service providers for their child would be very helpful.

Intensive in-home services were hard to get. Only 22 percent of the families received in-home services for their child, and they reported these services were generally only furnished for children who had been hospitalized, often multiple times.

I have found that [OHP] sets limit[s] on the amount of sessions that they can have yearly with a counselor. And they really need to be going at least once a week. It just doesn't work. (Grants Pass Group)

Individual counseling for a six-year-old child really didn't seem to do any good at all. (Jefferson Behavioral Health Care)

[I would like] a choice of counselors. When you're on OHP, you're limited. And say you don't like the counselors and the choices they give. Well, you're stuck. (Jefferson Behavioral Health Care)

If your kid needs the crisis center, it depends if the beds are available, too. I mean the kids are just going off the wall. If the beds aren't available, you're stuck with them. (Lane Care)

There were also times when we lived in an emergency room for a few days, waiting for a bed to open. (Open Card, Portland)

Nobody actually told us about them [case managers], we just fell into it. (Jefferson Behavioral Health Care)

My son is 8 years old. He is ADHD and a bit obsessive-compulsive... He went from Head Start into the day treatment program. He was there for probably close to a year and then went back into elementary school. And he's done really well and they were really competent with him. And OHP did cover that. The school that he's in is really wonderful and very supportive. (Jefferson Behavioral Health Care)

Their answer at the school, where our son's a statistic, was to bend his hand backwards and shut him in a closet. I took him out of school because I couldn't get anybody to listen to us. We talked to everybody. I went to everybody trying to get help. And nobody would help us. (Lane Care)

My nine-year old son was diagnosed a year ago with ADHD, and I was really worried about him, because he would threaten his sister with knives and threatened to kill himself and just went through a myriad of things. I actually received the most help in the beginning through his school. The assistant principal really likes him, and she helped me out quite a bit. (Jefferson Behavioral Health Care)

I believe that we're all here for the same reason: for our children - to make them succeed in society when we're no longer here for them. The only way is if they have social skills to deal with society. (Lane Care)

Day treatment services are also in short supply. This is true of both free-standing day treatment and school-based day treatment. Parents expressed frustration at having to wait months to years for placements in day treatment.

More than one third (39%) of the children had received mental health services, such as counseling, at their school during the past year. But many schools lack staff and programs to handle children with serious mental disorders. Usually, school counselors provided services and more intensive programming was typically not available in schools. School-based day treatment programs were too few to serve all children in need and in several areas of the state there were none at all.

Without services, children got into trouble at school and were removed from the classroom or administered some other form of punishment. Several of these children were unable to attend school.

A few parents were fortunate to find school personnel who were helpful or day treatment programs operated by schools.

Parents of older children expressed considerable concern that their plan offered few programs to help prepare their adolescents to function independently as adults. They wanted to see more psychiatric rehabilitation services to develop independent living and social skills.

Parents identified two services, respite and transitional services back to the community following inpatient and residential care, that they felt were extremely important and that they wanted to have added to the array of services covered under Medicaid. Parents felt that respite care would make a great deal of difference in their children's lives.

LONG WAITS FOR RESIDENTIAL TREATMENT

Many residential treatment centers have told parents they are not accepting children covered by OHP. Parents expressed frustration waiting from months to years for placements in residential treatment centers. Residential treatment center services for girls are particularly limited.

These waits caused families enormous difficulty as they struggled at home without the support and services they needed.

If I could get him into respite because it gets to you after three or four days of the banging-of-the-head stuff, and the big fits and stuff, you get to where you're stressed out and can't cope either. And you start yelling and that shoots your kid right off the deep end and they cut their throat. (Jefferson Behavioral Health Care)

I've had the benefit of a respite program that was in Klamath Falls County. And what that allows you to do is be able to take time out for yourself. Because what happens is people do not want to take care of children with mental health issues that are really high maintenance care for a price you can afford... And you've got to separate yourself from that child. And you've got to get out of that cycle, and you need to be able to make the break and take care of yourself. If you can't care for yourself, you are not any good to your family. (Jefferson Behavioral Health Care)

He's been recommended for residential psychiatric and nobody will take him. (Jefferson Behavioral Health Care)

[T]hey accepted him for residential. We had the interviews and everything and they said [there was] a two to four month waiting list. (Verity)

He was discharged in December. We had to wait from December to February for him to start day treatment. (Verity)

INTERAGENCY COLLABORATION

CHILDREN FALL BETWEEN THE CRACKS OF MULTIPLE AGENCIES

The lack of cooperation between OHP and schools, child welfare and other public agencies increased the difficulty of meeting children's needs. Parents felt that each agency expected the others to help their child, so no one provided assistance. Parents saw increasing communication and collaboration between all the public agencies involved with their child as a high priority.

One agency will see what's available, and they say, "We don't have to do that. Somebody else will take care of it." But then you get everybody thinking somebody else will do it. (Lane Care)

I come from California where interagency agreements were mandated by law. It was a huge difference coming to Oregon. (Lane Care)

He was hearing voices telling him to kill people and travel around with a knife. He was removed from my custody again in what they call a voluntary placement agreement... But it was not voluntary. I was told, "He will be on the streets and kill people, or you will give up custody and we'll get him treatment." I adopted my son. I traveled 3,000 miles to adopt that boy. So the issue of me giving up custody, I think was more sensitive for me than it might be for other parents. (Lane Care)

She was institutionalized this summer, and they required me to sign over custody to the State. That's something if your kid was awaiting a heart transplant they wouldn't require you to do, but since it was a mental illness, they made me relinquish her custody. (LaneCare)

CHILD WELFARE

Oregon state law allows families to enter into a "voluntary placement agreement" with the Offices for Services to Children and Families (SCF) in order to avoid parents being forced to give up custody to obtain services. When the only reason the family considers relinquishing custody is to gain access to mental health care – usually a foster home, group home or institutional setting – Oregon allows the child to enter the child welfare system but permits the family to retain their rights and obligations and to make key decisions about their child. Children for whom there are voluntary placement agreements can be covered under Medicaid and the OHP. The law authorizing voluntary agreements is relatively new and was passed specifically to avoid parents being forced into giving up custody when there was no abuse or neglect.

Several parents appreciated the way that voluntary placement agreements served as an avenue to gain OHP coverage and provided their child priority access to limited services. However, several other parents had to strongly advocate with child welfare before the agency would open a voluntary case. Still others felt pressured into signing the voluntary agreement in order to obtain mental health services.

The major purpose of the Oregon law is often undermined. Many parents reported that the caseworkers at SCF treated parents who voluntarily relinquished custody no differently than parents who had to relinquish custody because of abuse or neglect.

JUVENILE JUSTICE

With the long waits for more intensive services, parents had found that the juvenile justice system can shorten the wait. Some mental health providers even recommended that parents call the police in order to get their child into that system.

Some parents found the juvenile justice system anything but helpful, cautioning other parents not to use that approach.

At least in Multnomah County, we've had to phone the police. And then the police still don't know what to do. (Verity)

It's been very, very frustrating, because the services just aren't there. And she ended up in detention so we could help her. She stole our car. We turned her in only because there was no other way to get her help. (Lane Care)

My son didn't really get any help until I had him arrested. You know, that put him into a whole different level; whole different category. I had to call the police on him and say that he hit me, which he did. But I kind of thought to myself when I woke up that day, "Okay. Today I'm going to let him hit me. We're going to play a game." (Lane Care)

And when my son was finally adjudicated and ended up in detention, where they said that he was awaiting treatment that wasn't available. They let me know there would be no treatment for him. But he is sentenced to be in detention in an eight-foot by ten-foot cell and can only come out in shackles and handcuffs very, very rarely. And I could only visit him twice a week for 30-minute intervals through a glass window. But he is not being punished. He was being held pending treatment. (Lane Care)

PROVIDER ISSUES

PARENTS ARE BLAMED

It wasn't until (he was) ten-and-a-half when the Ritalin started working. And the school, prior to diagnosis of that ADHD, kept saying, "What are you doing? What are you doing? What are you doing?" Now they're realizing there's something wrong with him, and it's not me. (Salem Group)

Parents reported with some bitterness that the first response of schools and mental health providers to their child's behavioral problems was to blame them as parents. Poor parenting skills or some type of abuse was often suspected. Even families who had adopted special needs children, who were expected to have behavioral problems due to premature birth or maternal substance abuse, reported that they were at first blamed for the child's difficulties. Parents saw OHP as unresponsive to their unique need for support and education as parents of children with serious emotional disturbances.

PARENTS TREATED DISRESPECTFULLY

There's also a stigma with the Oregon Health Plan; having that as coverage. (Verity)

Many parents reported no problems with their providers and said they were treated with a similar degree of respect as other parents with commercial insurance. However, some, particularly in Portland, reported that mental health providers had treated them disrespectfully.

They automatically assume you haven't got a brain in your head. (Open Card, Portland)

HEALTH PLAN ISSUES

INFORMATION FOR FAMILIES IS LACKING

Few parents really knew what they were entitled to under Oregon's Medicaid program. Most had not been informed by their child's MHO or by their providers about the full array of community mental health services available under OHP. A majority of parents were aware of coverage of basic outpatient services. For example, 81% were aware that therapy for their child was covered. However, parents were much less aware of coverage for intensive community services.

More than half of the parents surveyed did not know eight of these eleven community-based mental health services for children were covered by OHP. More than half were unaware of OHP's coverage of intensive in-home services (57%), case management (57%), substance abuse treatment for children (59%), mental health programs separate from school (62%), and therapeutic foster care (62%). Even fewer parents were aware of Medicaid's coverage of therapeutic pre-school (16%) and mental health services at the child's school (13%). (See Table 2 in Appendix B.)

Parents reported that MHOs had not educated them on the services available under OHP. Most parents had never seen a list of mental health services. Members in only one of the behavioral health plans, Verity, reported that their member's handbook included such a list, but these families found the information difficult to understand. They complained that it was too long and was written in professional jargon. Parents with children enrolled in two of the MHOs (Lane Care and Jefferson Behavioral Health Care) had never seen a detailed service list in the membership handbook.

Providers also seemed poorly informed about the array of mental health services required by the MHO contracts. Parents recommended that the MHOs do more to educate providers on the available services.

Parents reported that they learned more about the availability of services from their own experience with the Medicaid program, other parents and family support groups run by the Oregon chapter of the National Alliance for the Mentally Ill. Parents were surprised to learn of the extent of the OHP mental health benefit package. When told of some of the services

I think I probably could have gotten a lot more services had I known about them. I could have advocated for them. (Open Card, Portland)

We haven't been given a guide. There's a few publications, but [not] a guide to what we are entitled to – services and the providers. We would like to see in writing what we are entitled to. (Lane Care)

I found out by word of mouth from other parents who have ... older children than mine and have been through and eventually found what they might be able to get. (Portland)

The staff at the Oregon Health Plan don't know what they cover. Everybody has a different answer sometimes. At the place that you go to, they may think a different thing than the people that you call at the insurance company. (Verity)

listed in OHP contracts, parents were amazed and angry that they had not known of them before.

FEW WERE AWARE OF FORMAL GRIEVANCE PROCEDURE

[Am I afraid of retaliation?] of course. I was told that I wouldn't get services. (Jefferson Behavioral Health Care)

Few parents were aware of their right to file a formal grievance. Some parents in Lane Care were incorrectly told that they could only file a grievance if they were refused any services at all, but not if they felt they had received an inadequate level of services. Many parents were afraid of filing grievances in areas with few providers.

PHYSICAL HEALTH NEEDS MORE EASILY ADDRESSED

They addressed anything physical quite easily. (Lane Care)

Parents reported it was much easier to find services for their children's physical health conditions than for their mental health disorders. Several parents of children with serious physical problems found that OHP did an excellent job addressing these issues.



CONCLUSIONS

DIFFERENCES BETWEEN PLANS

Generally, parents in all three sites expressed the same concerns, although there were some differences in degree of difficulty that families in each area were experiencing with their Medicaid program. However, there were also a few specific problems that were brought up in only one focus group. Since Oregon is a county-based system, it is not surprising that there should be some differences. Also, since solutions may be both state and county based, it is helpful to note the differences among the three groups of parents. These differences in degree of problems encountered, and the particular complaints in a specific focus group are presented below.

LANE CARE

Parents in Lane Care appeared to have the greatest difficulty in finding the necessary array of mental health services for their children. Counseling was more difficult to find in Lane Care than in any other health plan. Delays ranged from three to six months and parents found little choice of provider or type of therapy. Three month waits to see psychiatrists were typical for those in Lane Care and parents reported delays of up to a year for residential services. Parents were told by some Lane Care providers to let their child commit a crime, and then contact the police in order to get the child prioritized for mental health services.

Only a few parents in Lane Care received crisis services when they needed them. The Safe Center provided crisis services for children under the age of 13. White Bird, a mobile crisis unit, served children in the Eugene area. Most other families in Lane Care experienced great difficulties.

A small number of parents in Lane County School District said that their children had benefited from appropriate day treatment programs such as the Child's Center.

VERITY

In Portland, Verity has been affected by Multnomah County's ongoing mental health crisis

and has undergone numerous changes. A task force had been set up to develop a complete redesign of the mental health system to reduce inpatient psychiatric hospitalization and shift resources to step-down facilities and intensive community based treatment. In terms of planning and resources, children's mental health services have received less attention than those for adults.¹⁶ The state's financial crisis in 2001 resulted in the closure of the Crisis Triage Center, a 24-hour psychiatric crisis center that served 9,000 patients in 2000.¹⁷

Parents of young children in Portland found that the Head Start Programs did a good job identifying mental health issues and referring their children to treatment. Children with repeated hospitalizations often received in-home services that parents saw as effective.

However, several Portland parents found many psychiatrists have chosen not to contract with Verity. Some parents in Portland dealt with the lack of plan-affiliated psychiatrists by selecting an open card. Wait lists were long for appointments. Most parents also found the lack of after-hours crisis services to be problematic. In 2000, Portland's only mental health crisis center had closed. Parents in Portland now bring their children directly to a psychiatric hospital or an emergency room at a general hospital. Verity providers, like those in Lane County, had also recommended that parents try to obtain children's services through the juvenile justice system by letting their child commit a crime, and then contacting the police.

JEFFERSON BEHAVIORAL HEALTH

A small number of parents in the six rural counties served by Jefferson Behavioral Health reported their children benefited from appropriate day treatment programs, such as the Klamath County schools and Family and Friends, a special school for children with attention deficit disorder. Several parents had positive experiences with residential programs.

However, Jefferson Behavioral Health providers had the longest waits (three to six

months) for psychiatrists. Faced with such delays, families in Jefferson Behavioral Health found it easier to instead make appointments with their child's pediatrician for psychiatric medication prescription and adjustment. Still, parents did not believe the pediatricians to be sufficiently knowledgeable about psychiatric medications for children, and expressed a strong desire to have their child be able to see a psychiatrist.

AREAS OF ACCOMPLISHMENT

The focus groups highlight the aspects of the Oregon child mental health system that are working the best. These include the following.

EARLY INTERVENTION FOR YOUNG CHILDREN

A number of parents in the focus groups were enthusiastic about the early identification of very young children. In particular, Oregon's Head Start programs appear to be doing an excellent job of identifying children's needs and helping parents to access services. Policies to support Head Start programs in this role could be beneficial to families.

SERVICES FOR GRADE SCHOOL AGE CHILDREN

While access to services was anything but uniform across the focus groups and among the parents, a number of parents of children aged 6-12 reported receiving an array of appropriate services. Indeed, several of these families had case managers, received in-home services and

accessed services at school as well as basic medical and clinical treatment. When an appropriate set of interventions were provided, the parents felt strongly that they worked, and worked well, for children in this age group. This suggests that efforts to shift the system away from crisis management and toward more individualized care can be effective and yield substantial long-term benefits.

OUTPATIENT TREATMENT

While they did not find therapy as helpful as they felt it could be if it were available for longer periods of time and with shorter intervals between sessions, most parents in the focus groups were appreciative of their child's access to basic services, particularly medications and therapy.

CHALLENGES

In addition to suggesting areas where new policies might benefit children and families, these focus groups highlight some of the state's underlying difficulties as well as the strengths of the current system.

OREGON PROVIDER SHORTAGE

Many parents in the focus groups discussed the dearth of psychiatrists, psychologists and other mental health providers who can furnish mental health care. This is a greater problem in rural areas, but appears to present challenges in urban areas as well. The state could consider two strategies to deal with this issue: encourage providers to stay (or re-locate) in the state or work around the lack of professionals by increasing the number of para-professionals to support the limited number of professionals and expanding access to mental health treatment in primary care settings.

DIFFERENCES BETWEEN COUNTIES

As a county based system, Oregon does not have a uniform mental health system. Differences in parent responses in the focus group highlight that there are far more significant problems in Lane County than in Coos, Curry, Douglas, Jackson, Josephine, and Klamath Counties. Major problems are also evident in Multnomah County.

Publication of data for Medicaid-eligible families and the public that compares county systems, particularly outcomes data, might help counties better assess their child mental health service systems and encourage those with weaker systems to develop policies to address these problems. While currently some data is released, it is in a format that is hard for the general public to appreciate, as it is designed primarily for policymakers.

POLICY RECOMMENDATIONS

These three focus groups have implications for Oregon's Medicaid program and suggest several areas where new policies, or greater attention to the implementation of existing policy, might greatly benefit families.

ADDRESS SERVICE INADEQUACIES

Oregon's child mental health services appear to be spread too thin in all three areas where focus groups were held. Most parents reported that their children either cannot get services or get extremely low levels of service. The presence of long gaps between therapy sessions also raises the question of how helpful those services can be. Children with serious mental disorders cannot be effectively treated with sessions so far apart that there can be no real continuity between one and the next. This, coupled with the scarcity of intensive services, such as day treatment and in home services, has led to a system where children continually go into crisis (and eventually into residential programs) more often than should be necessary.

Such an approach simply mortgages the long-term viability of efforts to provide mental health services to children by shifting costs to the child welfare and juvenile justice systems. It also discourages the public, policymakers and other systems from believing that mental health services can be effective (because at this low intensity they are not). Such a crisis in confidence can lead to fewer collaborations between agencies and fewer referrals to mental health services, exacerbating the downward spiral in access to needed services for Oregon's children with emotional disturbances.

The state should seriously investigate the full impact of this approach. The strategy may help realize cost savings in the short term, but ultimately comes at a tremendous cost to the state's children with mental disorders.

INDIVIDUALIZE SERVICES

Parents are frustrated by the cookie-cutter approach of most MHOs, and feel their children

would do better if there were more individualized care. Individualized services are a primary principle of a strong child mental health system, as articulated by the Center for Mental Health Services through the Child and Adolescent Service System (CASSP) System of Care Principles. Adoption of such an approach by all MHOs would greatly assist parents.

DEVELOP AND PROVIDE A RANGE OF APPROPRIATE SERVICES FOR OLDER CHILDREN

Across all systems, adolescents are having the hardest time accessing services that are appropriate for their needs. As children get older (and grow in size) parents have greater difficulty coping at home with worsening symptoms of mental disorders. Year-round structured day services and services relevant to adolescents (such as daily living skills and other psychosocial rehabilitation) can be covered under Medicaid. However, the Oregon Health Plan is not making such services available to the youth in focus group families.

IMPROVE CRISIS SERVICES

Crisis services within the mental health system were largely unavailable to parents in the focus groups. Reliance on general health emergency rooms or other health care providers may seem a feasible approach, but it does not appear to result in those systems being open to children in a mental health crisis or to their responding appropriately. A better option is the mental health mobile crisis teams that exist in some areas. More mental health crisis teams are needed to go to the children's homes or other community settings to defuse crisis situations and to arrange appropriate and prompt follow up treatment. If this is not feasible, increased collaboration with other health systems is needed to improve their responses to children with psychiatric crises.

PROVIDE MORE INFORMATION TO PARENTS

Parents were often unaware of their benefits under OHP. Federal regulations require that states ensure that managed care enrollees have information on benefits made available to them in easily understandable format. The state is responsible for meeting this requirement. Since OHP plans are failing to fulfill this mandate, the state should consider developing a short, simple brochure for families explaining the child mental health services under OHP and distributing the publication widely so that all families of Medicaid enrolled children have the information they need and are entitled to receive.

LISTEN TO PARENTS

Parents in these focus groups reported that systems were slow to recognize the reality of their child's disorder. A majority of the parents had initially been blamed for their child's problems and denied services. Gaps of between one and fifteen years between when the parent knew their child had a significant problem and when a service system acknowledged and responded to that need are extremely detrimental and should be reduced. Training for school personnel, child welfare workers and for all OHP providers on how to recognize significant mental disorders in children and how to partner with families to address child mental health problems is needed.

IMPROVE INTERAGENCY COLLABORATION

The three other significant child serving systems — schools, child welfare and juvenile justice — are not providing parents in these focus groups with needed services and supports.

- Too few schools recognize the problems these children have and far too few intensive day services are available in schools.
- Child welfare voluntary custody agreements are not working. Families either feel the voluntary agreement they enter into takes away their rights, even though it is not intended to, or they are actually pressured into giving up custody by child welfare workers. Parents with

voluntary custody agreements also find they are treated no differently than parents who lose custody due to abuse or neglect.

- Juvenile justice systems approach these children with a punitive approach and those parents with experience in this system vehemently urge other parents to keep their children out at all costs.

These problems arise in all states when the four core child serving agencies are not working together, with a common set of objectives, a common understanding of what these children need and a collaborative approach that makes the most efficient use of the special skills and the resources from each system. Child mental health systems generally have the least resources but the greatest expertise to offer. Without collaboration, children and families face not only uncoordinated services, but service systems that work against each other's objectives.

High-level collaboration across all systems is needed to initiate stronger collaborations at the local level. More attention to how other systems handle children with mental health needs would benefit families and children significantly.

APPENDIX A: FOCUS GROUP METHODOLOGY

Each of the focus groups was approximately two hours. Participants also completed a short survey about their children and their children's use of mental health services. As is standard focus group policy, participants were paid for their time. Since these are parents of children who need ongoing supervision, childcare was also made available.

Participants were recruited through the Oregon Family Support Network (OFSN). OFSN, a chapter of the Federation of Families for Children's Mental Health, has supported families that have children with emotional, behavioral, mental and related disorders since 1992. The organization offers tips on working with insurance or welfare systems, support in finding solutions for children and information on children with special needs, special education rights and laws. OFSN placed an announcement in its winter newsletter that directed family members to call their 1-800 number. The statewide volunteer coordinator screened families for their children's Medicaid eligibility and diagnosis with a serious emotional disturbance. Due to the difficulty of locating parents of children with serious emotional disturbance, random selection was not feasible. All interested families were invited to participate.

The focus group followed the guidelines described by Richard Krueger in *Focus Groups: Second Edition: A Practical Guide for Applied Research*, 1994 by Sage Publications. The focus group topic guide was developed by the Bazelon Center with input from the staff at OFSN and the Bazelon Center's Institutional Review Board (IRB). The short survey, topic guide, consent form, and research protocol were reviewed and approved by the Bazelon Center's IRB in January 2002. A stenographer transcribed each of the focus group discussions.

Families of children with serious emotional disturbance who qualified for the Oregon Health Plan were targeted for recruitment. Nevertheless, a small number of families with children who were never enrolled or not enrolled in Medicaid during the past six months attended the focus groups. Children not on Medicaid have been removed from the short background survey totals and their parent's quotes are not included in the report. Their responses could not be removed from data on the family awareness of services which was collected during the discussion.

The findings of the focus groups are affected by the use of a nonrandom sampling technique and also the selection of 8 counties for study in a county-based system. Multnomah County, the most populous county was selected. Two other counties that are seen as in the middle of performance were also selected.

APPENDIX B: DATA TABLES

**Table 1: Percent of Children Receiving One or More Unit of Services
Through Oregon Health Plan
2002**

SERVICE	PERCENT OF CHILDREN
Therapy for Child	74%
Therapy for Family	57%
Family Support	54%
Crises Services	33%
Mental Health Services at Child's School (during or after)	39%
Intensive In-home Services	22%
Mental Health Programs Separate from School (such as day treatment)	22%
Substance Abuse Treatment	11%
Therapeutic Foster Care	13%
Therapeutic Preschool	2%
Other Mental Health Services	26%

Table 2: Family Awareness of Mental Health Services, 2002

SERVICE	PERCENT OF FAMILIES
<i>Services known by 76% - 100% of families</i>	
Therapy for Child	81%
Crisis Services	73%
Family Support	70%
<i>Services known by 25% - 40% of families</i>	
Intensive In-home Services	43%
Case Management services	43%
Substance abuse treatment for child	41%
Mental health programs separate from school (such as day treatment)	38%
Therapeutic Foster Care	38%
<i>Services known by 0% - 24% of families</i>	
Therapy for family	24%
Therapeutic pre-school	16%
Mental health services at child's school (during or after school)	13%

NOTES

¹ Bazelon Center for Mental Health Law (1999). *Making Sense of Medicaid for Children with Serious Emotional Disturbance*. Washington, DC: Bazelon Center for Mental Health Law.

² Bazelon Center for Mental Health Law (2001). *Disintegrating Systems*. Washington, DC: Bazelon Center for Mental Health Law.

³ U.S. Census 2000. *Quick facts from the U.S. Census Bureau* [on-line] (September 20, 2001). Available: <http://quickfacts.census.gov/qfd/states/41000.html>.

⁴ Tables DP-1. Profile of General Demographic Characteristics: 2000 Geographic Area— Medford-Ashland, OR MSA; Portland-Salem, OR-WA CMSA (OR part); Eugene-Springfield, OR MSA . U.S. Census 2000. U.S. Bureau of the Census.

⁵ U.S. Census 2000. *Quick facts from the U.S. Census Bureau* [on-line] (September 20, 2001). Available: <http://quickfacts.census.gov/qfd/states/41000.html>.

⁶ Liska, D.W., Brennan, N.J., & Bruen, B.K.(1998). *State-level databook on health care access and financing*, (3rd ed.). Washington, DC: The Urban Institute.

⁷ Letter to Tommy Thompson, Secretary of Health and Human Services (May 31, 2002) from John A. Kitzhaber [on-line]. Available: <http://www.cms.gov>.

⁸ Overview of the Public Mental Health System in Oregon. Office of Mental Health Services. Available: <http://omhs.mhd.hr.state.or.us/context.htm#Top>.

⁹ The Substance Abuse and Mental Health Services Administration (2001). *State profiles, 2000, on public sector managed behavioral health care*. U.S. Rockville, MD, Author.

¹⁰ Governor's Goal: Extending the Reach of the Oregon Health Plan. (2001). *State Health Notes*. National Conference of State Legislatures 22(358): 1, 5-6.

¹¹ Oregon Subsidized Health Care at Risk. (2000, November 30) *The Oregonian* [on-line]. Retrieved from the World Wide Web on January 23, 2000 at http://nl4newsb.../Archives?p_action=doc&p_docid=OEB08CB01B46902C&p_docnum=2.

¹² Oversight Task Force on Mental Health Integration. (September, 1998). *Survey of Primary care Physicians Regarding Oregon Health Plan Mental Health Services*.

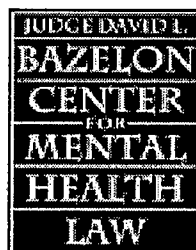
¹³ *Report to the Governor from the Mental Health Alignment Workgroup*. (January 2001).

¹⁴ Overview of the Public Mental Health System in Oregon. Office of Mental Health Services. Available: <http://omhs.mhd.hr.state.or.us/context.htm#Top>.

¹⁵ Parents were asked in a written survey to indicate which plan their child was in or whether the child was open card. For those parents who failed to answer this question, the focus group they attended, e.g. "Portland Group" is cited.

¹⁶ Focus More on Children's Mental Health. *The Oregonian* [On-Line]. September 11, 2001. Internet address: http://nl4.newsbank.com/Archives?p_action=doc&p_docid=0EE83DDFC2895F41&p_docnum=.

¹⁷ News Focus Triage Center Served All Under Mental Distress. *The Oregonian* [On-Line]. July 31, 2001. Internet address: http://nl4.newsbank.com/Archives?p_action=doc&p_docid=OED9FC3BFOBD285B&p_docnum=.



1101 15th Street, NW, STE 1212 • Washington, DC 20005
Phone: 202-467-5730 • Fax: 202-223-0409
www.bazelon.org

4

2nd speaker

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: 12/19/02

SUBJECT:

Namie's "Ready, Steady, Go"

AGENDA NUMBER OR TOPIC:

Public Budget

FOR: _____ AGAINST: ☒ THE ABOVE AGENDA ITEM

NAME:

John Holmes

ADDRESS:

619 SW 11th Ave.

CITY/STATE/ZIP:

Portland, OR 97213

PHONE:

DAYS:

EVES:

EMAIL:

FAX:

SPECIFIC ISSUE:

Public Budget Hearing

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.

#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: 12/19/02

SUBJECT: MCR Closure

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: X THE ABOVE AGENDA ITEM

NAME: Tim G. Barnes

ADDRESS: 12210 NE GILMAN ST.

CITY/STATE/ZIP: Portland

PHONE: _____ DAYS: 988-4461 EVES: _____

EMAIL: _____ FAX: 988-5069

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.

#6

~~1st speaker~~

**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: 12/19/02

SUBJECT: Nami's "Ready, Steady, Go"

AGENDA NUMBER OR TOPIC: Public Budget

FOR: _____ AGAINST: ☒ THE ABOVE AGENDA ITEM

NAME: Sandy Bumpus

ADDRESS: 2331 NE 17th Ave.

CITY/STATE/ZIP: Portland, OR 97213

PHONE: _____ DAYS: _____ EVES: _____

EMAIL: _____ FAX: _____

SPECIFIC ISSUE: Public Budget Hearing

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.

#7

~~3rd speaker~~

**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: 12/19/02

SUBJECT: Nami's (National Alliance for the Mentally Ill) Ready, Steady Go

AGENDA NUMBER OR TOPIC: Public Budget Hearing vote

FOR: _____ AGAINST: ☒ THE ABOVE AGENDA ITEM

NAME: Jennifer O'Connor

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____ DAYS: _____

EVE: _____

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.

6th
#8

**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:

12/19/02

SUBJECT:

NAMI'S "Ready Steady, Go" Contract

AGENDA NUMBER OR TOPIC:

Public Budget hearing

FOR:

AGAINST: ☒

THE ABOVE AGENDA ITEM

NAME:

Kathy Larrabee

ADDRESS:

CITY/STATE/ZIP:

PHONE:

DAYS:

EVENING:

EMAIL:

FAX:

SPECIFIC ISSUE:

WRITTEN TESTIMONY:

READ testimony from Stephanie
parent of TARA

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.

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**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: 12/19/02

SUBJECT: mental Health family recommendation

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: Rhonda Ewers

ADDRESS: 6543 SE 57th

CITY/STATE/ZIP: Portland, Ore. 97206

PHONE: _____ DAYS: 503-788-9175 EVES: _____

EMAIL: frewers2000@hotmail.com FAX: _____

SPECIFIC ISSUE: Ready steady go program

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.

#10

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: 12/19/02

SUBJECT: Nami's "Ready, Steady, Go"
program

AGENDA NUMBER OR TOPIC: Public Budget hearing

FOR: _____ AGAINST: ☒ THE ABOVE AGENDA ITEM

NAME: Claudia Christie & Family

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____ DAYS: _____ 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.

11

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: 12-19-02

SUBJECT: Ready Steady Go

AGENDA NUMBER OR TOPIC: Nam, Public Budget hearing

FOR: _____ AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: Ian Christie

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____ DAYS: _____ EVES: _____

EMAIL: _____ FAX: _____

SPECIFIC ISSUE: _____

WRITTEN TESTIMONY: 12 yb = Brain Disorders

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.

#12

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: 12.19.02

SUBJECT: NAMI - READY STEADY GO

AGENDA NUMBER OR TOPIC:

FOR: AGAINST: THE ABOVE AGENDA ITEM

NAME: Devan Christie

ADDRESS:

CITY/STATE/ZIP:

PHONE: DAYS: EVES:

EMAIL: FAX:

SPECIFIC ISSUE:

WRITTEN TESTIMONY: Sister of Ian

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.

#13

~~4th speaker~~

**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: 12/19/02

SUBJECT: Nami's "Ready, Steady, go"
program

AGENDA NUMBER OR TOPIC: Public Budget Hearing

FOR: _____ AGAINST: ☒ THE ABOVE AGENDA ITEM

NAME: Allyson LinBot

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____ DAYS: _____ 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.

#14

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: 12-19-02

SUBJECT: Coalition of Community Health Clinics
Budget cut

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: ☒ THE ABOVE AGENDA ITEM

NAME: Ruth Augello

ADDRESS: 4934 NE 37th Ave

CITY/STATE/ZIP: Portland, OR. 97211

PHONE: _____ DAYS: 503-552-1996 EVES: 503-288-4787

EMAIL: Raugello@Ncnm.edu 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.

#15

**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: 12/18/02

SUBJECT: Measure 28

AGENDA NUMBER OR TOPIC: _____

FOR: X **AGAINST:** _____ **THE ABOVE AGENDA ITEM**

NAME: Amy Jo Van Allen Case manager for Goodwill Industries

ADDRESS: 621 NW 23rd Apt. 201

CITY/STATE/ZIP: Portland, OR 97210

PHONE: DAYS: 503-239-1709

EVES: _____

EMAIL: avanallen@gicw.org

FAX: _____

SPECIFIC ISSUE: Yes vote for measure 28

WRITTEN TESTIMONY: If measure 28 fails 44% of Goodwill's people w/ disabilities will lose their funding. Some of our clients have been working for Goodwill for 30 years.

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.

#16

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: 12-19-02

SUBJECT: Appreciation

AGENDA NUMBER OR TOPIC:

FOR: AGAINST: THE ABOVE AGENDA ITEM

NAME: Julie Dodge

ADDRESS: 4531 S.E. Belmont

CITY/STATE/ZIP: Portland OR 97213

PHONE: DAYS: 234-3400 EVES: —

EMAIL: julied@tvccenters.org FAX: 233-9424

SPECIFIC ISSUE: funding issues A&D services/
youth prevention

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.

#17

**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: 12.19.02

SUBJECT: Women & Girls Leaving Prostitution

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: LISA Nikunen

ADDRESS: 4531 SE Belmont

CITY/STATE/ZIP: PD OR 97213

PHONE: _____ DAYS: 234-3400 EVES: 287-5064

EMAIL: lisan@tvcenters.org FAX: 233-9424

SPECIFIC ISSUE: Women & Girls Exiting Prostitution

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.

18

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: 12/19/02

SUBJECT: MCRC closure

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: X THE ABOVE AGENDA ITEM

NAME: Tressa Kovachovich

ADDRESS: 7940 SW 184th Ave

CITY/STATE/ZIP: Beaverton, OR 97007

PHONE: _____ DAYS: _____ 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.

#19

**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: 12/19/08

SUBJECT: Multnomah County Animal Control Budget Cuts

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: ☒ THE ABOVE AGENDA ITEM

NAME: Dr. Laura J Wood

ADDRESS: 1484 NW Pettygrove

CITY/STATE/ZIP: Portland OR 97209

PHONE: _____ DAYS: 503 226 7281 EVES: _____

EMAIL: _____ FAX: _____

SPECIFIC ISSUE: Dove Lewis Emergency Animal Clinic
Emergency care for cats

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.

#20

Arriving @ 10:30!

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: 12-19-02

SUBJECT: cuts to County General Funds

AGENDA NUMBER OR TOPIC:

FOR: AGAINST: THE ABOVE AGENDA ITEM

NAME: Jennifer Sevilla

ADDRESS: c/o 7688 SW Capitol Hwy

CITY/STATE/ZIP: Pdx OR 97219

PHONE:

DAYS:

~~5~~

✓

EVEN:

EMAIL:

✓

FAX:

SPECIFIC ISSUE: cuts to Neighborhood House Youth + Family Services

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.

Arriving @ 10:⁴⁵~~30~~!

#20

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: 12-19-02

SUBJECT: cuts to County General Funds

AGENDA NUMBER OR TOPIC:

FOR: _____ AGAINST: ☒ THE ABOVE AGENDA ITEM

NAME: Rosa Hernandez

ADDRESS: c/o 7688 SW Capitol Hwy

CITY/STATE/ZIP: Pdx OR 97219

PHONE: _____ DAYS: ~~Mon~~ ☒ EVES: _____

EMAIL: ☒ FAX: _____

SPECIFIC ISSUE: cuts to Neighborhood House Youth + Family
Services

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.

#22

**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: 12-19-02

SUBJECT: Cuts to County General Funds

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: ✓ THE ABOVE AGENDA ITEM

NAME: Peggy Norman

ADDRESS: 7688 SW Capital Hwy

CITY/STATE/ZIP: Pdx OR 97219

PHONE: _____ DAYS: 503-244-2292

EVES: _____

EMAIL: pnorman@nhweb.org

FAX: _____

SPECIFIC ISSUE: Skill-building -

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.



Neighborhood House, Inc.

503-246-1663 TEL, 503-245-2819 FAX
7780 S.W. Capitol Hwy., Portland, Oregon 97219

Advisors

David Sarasohn
Karla Wenzel
Duncan Wyse

Board of Directors

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Alice Jacobson
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Sylvania Campus
Joel Kaplan
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Sal Khan
Salaudhin Khan
Architects
Ann McElligott
FMC Food
Technology, Inc.
Allen Systems
Laurie Ross
Henry Sessions
Ted Wheeler

Executive Director
Richard J. Nitti

Programs

Aging Services
Community Services
Center
Oregon Head Start
Prekindergarten
Program
Parenting Program
PeopleBank &
Volunteer Services
Robert Gray SUN
School
Senior Center
Turning Point
Youth & Family Services



United Way

Neighborhood House, Inc.
is a 501(c)(3) non-profit
organization,
Federal Tax ID 93-0386875

December 17, 2002

To the Multnomah County Board of Commissioners:

On behalf of Neighborhood House Inc., we respectfully submit the attached photo journal for your review. We receive County General Funds for our skill-building activities at our Youth and Family Center. Removal or cutting of these funds would greatly affect the programs and services that we are currently able to provide for our clients. We serve six to eighteen year-old youth and their families on the west side of Multnomah County. Many of our clients are in transitional housing and are recent immigrants to the U.S. They rely on our Center for assistance in basic needs as well as educational support.

Many of our clients first enter our Family Center to join our skill-building activities. Some of the services that we are able to provide in part through our skill-building dollars are Homework Club for elementary-aged children (focus on ESL participants), ESL for adults, City League Basketball Team for teens, Girl's Group, (a girl's empowerment and self-esteem group), Noche Latina (recreation night for Latino families), Teen Thursday (recreation for teens), Summer Camp (eight-week day camp), camping excursions, and field trips. Because of these skill-building dollars, we have been able to partner with other organizations, such as the Oregon Zoo and Friendly House, to expose our clients to their activities as well.

We know that you have a difficult task ahead of you. We know that everyone must take their share of cuts. As you make your decisions, please give us as much flexibility in absorbing cuts as you can. Please don't specify that the cuts all be in skill-building activities and please don't hold some county branches harmless and devastate others with disproportional cuts. Thank you for your time and consideration.

Sincerely,

Barbara Fletcher



"It would be a shame to lessen or cut any part of a program with such a positive purpose. The people involved with Neighborhood House and Family Services already are working with a limited budget, and many are donating time. Trimming a program whose intent is to help individuals in our community reach their full potential can do nothing but have an adverse effect. If anything, this program deserves more funds, not less.

-Jeff, Mentor for NHYFS



Over 100 kids attended our summer program at Robert Gray Middle School. One of the most exciting days of the summer included a field trip with fly-fishing, a frisbee-golf tournament, a barbeque, swimming, topped off with a performance of Cirque du Soleil.

(NHYFS) “keeps you out of trouble.”

-Inez, teen participant



**“I learned I could be
brave enough to climb
35 feet in less than a minute.”**

– Cecilia, Girl’s Group participant



**"I would feel a little sad (without
NHYFS) because I wouldn't get to
spend time with the staff.
That would be terrible."**

-Tracy, Homework Club and Recreation program





"I get more help here than at home."

- Roberto, Homework Club participant

"My role at Nike allows me to work directly with non-profits across the country. When I toured Neighborhood House two years ago, and saw the impact Homework Club had with these kids, I knew this was the program that I needed to get involved with personally...there is nothing more enriching or important than having the chance to help students learn."

- Chris, Homework Club volunteer

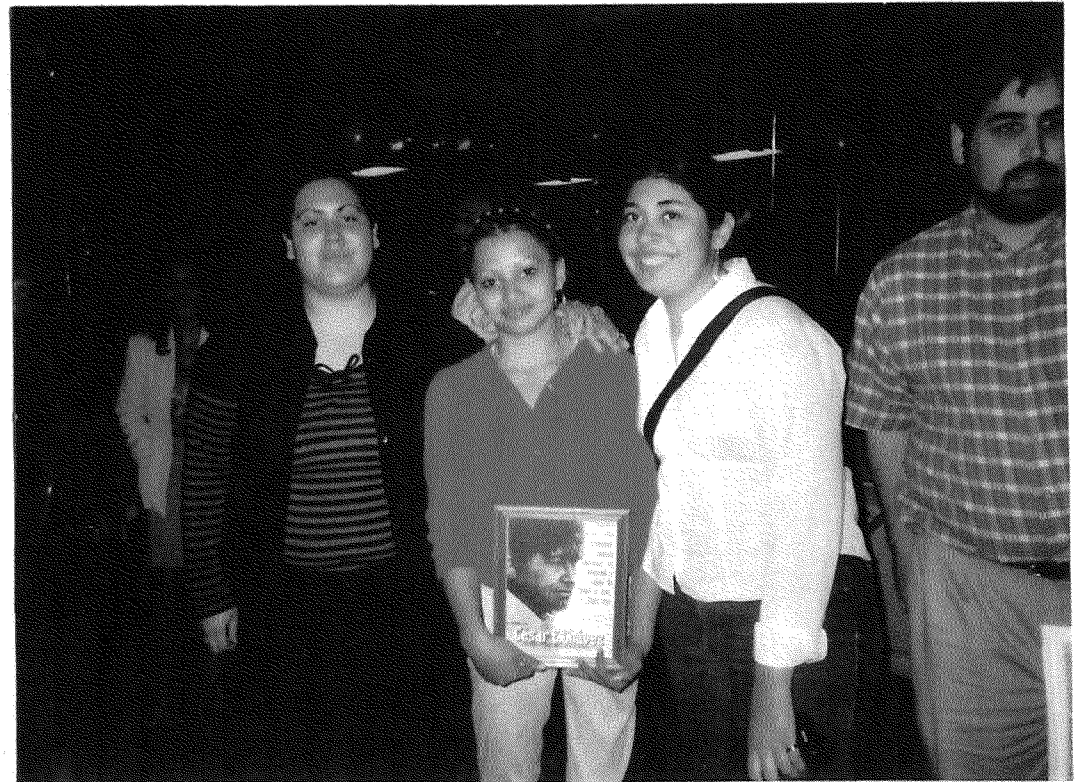
Without NHYFS there would be no more help on my homework."

Gabby, teen participant



Noche Latina, our monthly recreation night for Latino families, brings together 40-60 people to share food and fun.

**Approximately 60% of our clients are people of color;
30% of our clients are Latino.**





**Our Girl's Group is 100% people of color;
both of our facilitators are bilingual in
English and Spanish.**

**"I really don't know how Jackson
Middle School would function
without a youth and family
service center. NHYFS is our link
to families outside of school.**

**-Barbara Mutnick,
School Counselor at Jackson**



#23

**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: 12-19-02

SUBJECT: School Retention Program for Latinos
Catholic Charities El Programa Hispano

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: Alyssa Walker

ADDRESS: 4787 N Willamette

CITY/STATE/ZIP: Portland OR 97203

PHONE: DAYS: 503 247 9622

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.

24

**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: 12-19-02

SUBJECT: Culturally Specific Services

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: Oscar Sweeten-Lopez

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____ DAYS: _____ EVES: _____

EMAIL: _____ FAX: _____

SPECIFIC ISSUE: School Retention

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

1. Please complete this form and return to the Board Clerk.
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#25

**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: 12-19-02

SUBJECT: _____

AGENDA NUMBER OR TOPIC: _____

FOR: _____ AGAINST: _____ THE ABOVE AGENDA ITEM

NAME: ERICA LORD

ADDRESS: 4933 NE 20TH AVE

CITY/STATE/ZIP: PORTLAND, OR 97211

PHONE: _____ **DAYS:** _____

EVES: _____

EMAIL: _____

FAX: _____

SPECIFIC ISSUE: _____

WRITTEN TESTIMONY: NAYA

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

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Amendments

FY 2003 Mid-Year Reduction Summary 12/19/2002 - Revised #7

Dept-Pckg #	Package Name	Amount	FTE	Reference Dept-Pckg #
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BCC Proposed For Adoption

Proposed Cuts

	One Time Resources	
Linn-BCS-13	Move 0.50 FTE GF Sustainability program to Fleet Fund	45,000
Linn-BCS-14	Hold vacant Diversity FTE	35,000
Linn-BCS-15	Hold vacant LUP Director	28,000
Linn-BCS-16	Hold vacant Elections FTE	27,000
Linn-BCS-17	Reduce Professional Services Director's Office	15,000
Rojo-Lib-12	Hold vacant Deputy Library Director FTE	30,000
Naito-NonD-06	Cut LPSCC carryover funds	30,000
Cruz-NonD-34	Underspending by 1% in Non-D	19,436
Linn-NonD-36	SIP Resources - Wacker Funds	400,000

On-Going Resources

Linn-NonD-35	CCFC-General Fund; Flexible Fund	170,000
Rojo-BCS-36	Shared Services Savings	225,000
	Subtotal Reductions	1,024,436

Proposed Restorations

Naito-CHS-31	Restore DARTS (Hand-in-Hand)	(121,547)		DCHS-10
Naito-CHS-32	Restore CAREs staffing refers to DCHS-13	(32,202)	(1.00)	DCHS-13
Naito-CHS-33	Partially Restore MH Consultant in School Based, and Family Enhancement	(200,000)	xx	DCHS-12, 26
Cruz-Health-30	Partially Restore WIC	(150,000)	xx	HD-17
Linn-Health-29	Partially Restore Field Teams	(148,000)	xx	HD-20
Cruz-OSCP-22	Partially Restore Gang Outreach	(22,955)		OSCP-08
Cruz-OSCP-23	Partially Restore Community Transitional School	(21,300)		OSCP-08
Naito-DCHS-35	Restore Early Childhood Mental Health	(62,000)		
Rojo-OSCP-37	Partially Restore Clearinghouse Vouchers	(37,923)		OSCP-10
Rojo-OSCP-38	Partially Restore Girls Initiative	(21,000)		OSCP-08
Rojo-OSCP-39	Partially Restore Youth Investment	(13,500)		OCSP-08
Rojo-DCHS-40	Partially Restore (in DV) New Options/Prostitution Alternatives	(50,000)		DCJ-03
Rojo-OSCP-41	Partially Restore Youth A&D Assessment with TV	(96,561)		OSCP-08
	Subtotal Restorations	(976,988)		

Net Suplus/Deficit

47,448

Proposed Restorations within Departmental Budgets

Cruz-DCJ-04	Restore OCHA (57,500)	DCJ-14
Cruz-OSCP-18	Reduce funding at 6 Touchstone sites, instead of eliminating three sites (37,923)	OSCP-11
Cruz-OSCP-20	Restore Student Enhancement/Family Retention, funded within departmental existing resources (97,700)	OSCP-08
Cruz-OSCP-21	Restore Case Mgt (IRCO, ALMAS), offset with SAI reductions (7,744)	OSCP-08
Cruz-OSCP-19	Student Retention-Restore 90% of cut(NAYA, OCHA, Catholic Charities), funded within existing departmental resources (126,907)	OCSP-08
	\$327,774	

Amendments
10:00 AM

**FY 2003 Mid-Year Reduction Summary
12/19/2002 - Revised #7**

Dept-Pckg #	Package Name	Amount	FTE	Reference Dept-Pckg #
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BCC Proposed For Adoption

Proposed Cuts

	One Time Resources	
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Linn-BCS-14	Hold vacant Diversity FTE	35,000
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Linn-BCS-16	Hold vacant Elections FTE	27,000
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Linn-NonD-36	SIP Resources - Wacker Funds	400,000

	On-Going Resources	
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Subtotal Reductions	1,024,436
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Proposed Restorations

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Naito-CHS-32	Restore CAREs staffing refers to DCHS-13	(32,202)	(1.00)	DCHS-13
Naito-CHS-33	Partially Restore MH Consultant in School Based, and Family Enhancement	(200,000)	xx	DCHS-12, 26
Cruz-Health-30	Partially Restore WIC	(150,000)	xx	HD-17
Linn-Health-29	Partially Restore Field Teams	(148,000)	xx	HD-20
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Rojo-OSCP-39	Partially Restore Youth Investment	(13,500)		OSCP-08
Rojo-DCHS-40	Partially Restore (in DV) New Options/Prostitution Alternatives	(50,000)		DCJ-03
Rojo-OSCP-41	Partially Restore Youth A&D Assessment with TV	(96,561)		OSCP-08
Subtotal Restorations		(976,988)		
Net Suplus/Deficit		47,448		

Proposed Restorations within Departmental Budgets

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Cruz-OSCP-20	Restore Student Enhancement/Family Retention, funded within departmental existing resources (97,700)		OSCP-08
Cruz-OSCP-21	Restore Case Mgt (IRCO, ALMAS), offset with SAI reductions (7,744)		OSCP-08
Cruz-OSCP-19	Student Retention-Restore 90% of cut(NAYA, OCHA, Catholic Charities), funded within existing departmental resources (126,907)		OSCP-08
\$327,774			

FY 2003 Mid-Year Reduction Summary
12/19/2002 - Revised #8

Latest 10:30

Dept-Pckg #	Package Name	Amount	FTE	Reference Dept-Pckg #
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BCC Proposed For Adoption

Proposed Cuts

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Subtotal Restorations		(976,988)		
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Proposed Restorations within Departmental Budgets

Cruz-DCJ-04	Restore OCHA (\$7,500)		DCJ-14
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Cruz-OSCP-21	Restore Case Mgt (IRCO, ALMAS), offset with SAI reductions (7,744)		OSCP-08
Cruz-OSCP-19	Student Retention-Restore 90% of cut(NAYA, OCHA, Catholic Charities), funded within existing departmental resources (126,907)		OSCP-08
Subtotal for Departmental absorbtions:		\$327,774	

FY 2003 Mid-Year Reduction Summary
12/19/2002 - Revised #8

Dept-Pckg #	Package Name	FY 03 Mid-Yr OTO CGF Saving	FY 03 Mid-Yr Ongoing CGF Saving	FY 03 Mid-Yr CGF Rev Change	FY 03 Mid-Yr Net CGF Change	FY 03 Annualized Mid Yr FTE Change
<u>Sheriff's Office</u>						
MidYr-MCSO-06	Close MCRC		1,662,138	(275,000)	1,387,138	34.00
MidYr-MCSO-07	OTO Move Wapato FTE to Bond Fund	118,528			118,528	-
MidYr-MCSO-08	Eliminate 5 Work Crew Positions		213,420		213,420	5.00
MidYr-MCSO-09	OTO Savings FTE Vacancy	50,274			50,274	
MidYr-MCSO-10	Command Staff Restructure		20,000		20,000	
MidYr-MCSO-11	Reduce 2.00 Corrections Counselors		64,000		64,000	2.00
Total Sheriff's Office		168,802	1,959,558	(275,000)	1,853,360	41.00
<u>District Attorney</u>						
MidYr-DA-01	Drug Prosecution- Reduce 1/2 Funding		101,382		101,382	3.00
MidYr-DA-02	Person/Prop Crimes (white collar, theft related prosecutions)		56,820		56,820	1.00
	Auto Theft Task Force		47,442		47,442	1.00
	Person Crimes		56,800		56,800	1.00
	Person Crimes		56,800		56,800	1.00
	Medical Examiner		42,185		42,185	1.00
MidYr-DA-03	Family Justice/MDT Child Abuse		56,800		56,800	1.00
	Eliminate Participation Dependency Review		40,877		40,877	1.00
	Eliminates participation in DV Intervention		42,156		42,156	1.00
MidYr-DA-05	Current Year Estimates - OTO	322,397			322,397	-
Total District Attorney		322,397	501,262	0	823,659	11.00
<u>Community Justice</u>						
MidYr-DCJ-02	Reduce DUII Services		114,089		114,089	4.00
MidYr-DCJ-03	Cut Contract Svcs Women/Girls Leaving Prostitution		50,000		50,000	-
MidYr-DCJ-05	Reduce RDSS Svcs-Cut Cascadia Project OASIS		37,500		37,500	-
MidYr-DCJ-07	Cut MST Oversight Contract		17,000		17,000	-
MidYr-DCJ-08	Cut CSAT ADES Support to DCHS		51,000		51,000	-
MidYr-DCJ-09	Personnel Savings	289,709	555,845		845,554	14.00
MidYr-DCJ-10	Reduce Flex Funds		20,000		20,000	-
MidYr-DCJ-11	Cuts Marshall Counselor		43,000		43,000	-
MidYr-DCJ-12	FAST Program		35,000		35,000	-
MidYr-DCJ-13	Safe Schools		25,000		25,000	1.00
MidYr-DCJ-14	Restore OCHA - department will absorb		57,500		57,500	-
MidYr-DCJ-15	Administrative Reductions	122,174	37,945		160,119	2.00
MidYr-DCJ-16	Close Interchange		847,094		847,094	20.20
MidYr-DCJ-17	School Attendance Initiative Reduction		\$54,000		\$54,000	-
Total Community Justice		411,883	1,944,973	0	2,356,856	41.20
<u>Health Department</u>						
MidYr-HD-01	Medicaid Enhancements- Revenue	0	0	1,402,256	1,402,256	-
MidYr-HD-02	Epic Implementation Retro Match - Revenue	0	0	750,000	750,000	-
MidYr-HD-03	Medicare Settlement - Revenues	0	0	102,000	102,000	-
MidYr-HD-04	Raise self pay fee from \$10 to \$15/visit	0	0	37,000	37,000	-
MidYr-HD-21	Increase in Provider Productivity in Clinics	0	210,000	0	210,000	-
MidYr-HD-05	Voluntary Management Furlough - 1 wk	250,000	0	0	250,000	-
MidYr-HD-06	Telecommunications Streamlining	0	20,000	0	20,000	-
MidYr-HD-07	Reduces Corr Health Admn/Suppt, Med	0	454,750	0	454,750	8.70
MidYr-HD-08	Head Lice Program	0	70,553	0	70,553	1.30
MidYr-HD-09	Rockwood Dental Van	0	24,800	0	24,800	-
MidYr-HD-11	Practice Management Transaction Costs	105,000	0	0	105,000	-
MidYr-HD-12	Minimum Primary Care Self Pay Rate up to \$25	0	0	45,000	45,000	-
MidYr-HD-13	Eliminate Violence Prevention Program in MCHD	0	87,507	0	87,507	1.88
MidYr-HD-14	Reduce Coalition Community Health Clinics	0	20,000	0	20,000	-
MidYr-HD-15	Dental Access Program	0	20,143	0	20,143	1.00
MidYr-HD-16	Reduce General Fund subsidy for uninsured Primary Care patients	0	200,000	0	200,000	-
MidYr-HD-17	Reduce WIC Sites	0	150,000	0	150,000	6.70
MidYr-HD-20	Neighborhood Health Field Teams	0	130,711	0	130,711	5.90
MidYr-HD-18	Eliminate Stars	0	93,626	0	93,626	3.96
MidYr-HD-19	Brentwood Darlington NHA Site	0	183,000	0	183,000	4.90
Total Health		355,000	1,665,090	2,336,256	4,356,346	34.34

FY 2003 Mid-Year Reduction Summary
12/19/2002 - Revised #8

Dept-Pckg #	Package Name	FY 03 Mid-Yr OTO CGF Saving	FY 03 Mid-Yr Ongoing CGF Saving	FY 03 Mid-Yr CGF Rev Change	FY 03 Mid-Yr Net CGF Change	FY 03 Annualized Mid Yr FTE Change
County Human Services						
MidYr-DCHS-15	MH- Reduce MH Consultant Early Childhood		17,143		17,143	0.50
MidYr-DCHS-14	MH-Cut CARES contract w/Legacy		59,408		59,408	
MidYr-DCHS-11	MH-Cut Case Enhance Morrison Center for kids		25,000		25,000	
MidYr-DCHS-12	MH- Eliminates Family Enhancement Program		26,756		26,756	3.80
MidYr-DCHS-26	MH-School Based Mental Health		194,901		194,901	7.52
MidYr-DCHS-08	MH-Outpatient; Eliminate NAMI contract		75,000		75,000	
MidYr-DCHS-09	MH-Outpatient; Reduce Geriatric MH Services		47,609		47,609	
MidYr-DCHS-17	MH-Special Projects		16,489		16,489	0.50
MidYr-DCHS-04	ADS -Cut Elders In Action rent subsidy		18,000		18,000	
MidYr-DCHS-05	ADS- Cut Trans grants to TriMet		32,000		32,000	
MidYr-DCHS-06	ADS-LTC;Cut Client Employed Provider Coord		15,000		15,000	1.00
MidYr-DCHS-07	ADS-OTO Savings use for Match	143,434			143,434	
MidYr-DCHS-01	DD-Bienestar Case Mgt Services		28,180		28,180	1.00
MidYr-DCHS-02	DD-cuts coordination of transport services.		26,156		26,156	1.00
MidYr-DCHS-03	DD-Div Admin reduce clerical support		22,343		22,343	1.00
MidYr-DCHS-18	BusSvc-Administration		121,113		121,113	-
MidYr-DCHS-20	BusSvc-Director's Office prof svc contracts		30,000		30,000	-
MidYr-DCHS-21	BusSvc-IT		54,234		54,234	-
MidYr-DCHS-19	BusSvc-OA		12,600		12,600	0.50
Total Human Services		143,434	821,932	0	965,366	16.82
Office of School & Community Partnerships						
MidYr-OSCP-06	Reduce Shared Evaluation Services		\$100,000		\$100,000	-
MidYr-OSCP-04	Projected salary savings.	\$45,684	\$0		\$45,684	-
MidYr-OSCP-07	Reduce supplies (M&S).	\$18,555	\$0		\$18,555	-
MidYr-OSCP-05	Elimination of Mgt/Sup Positions 1/1		\$40,283		\$40,283	1.50
MidYr-OSCP-08	Contracted Services; see detail sheet	\$1,025,646	\$713,989		\$1,739,635	-
MidYr-OSCP-09	Revenue Exchange	\$20,000			\$20,000	-
MidYr-OSCP-11	Reduce 3 Touchstone Sites; department will		\$91,698		\$91,698	3.00
MidYr-OSCP-10	Clearinghouse Voucher Reduction		\$4,214		\$4,214	-
MidYr-OSCP-12	Touchstone Client Assistance Funds		\$22,500		\$22,500	-
MidYr-OSCP-13	FRC/SUN Site Reduction		\$72,500		\$72,500	2.00
MidYr-OSCP-15	Eliminate 1.00 Prog. Development Specialist		\$27,392		\$27,392	1.00
Total OSCP		1,109,885	1,072,576	0	2,182,461	7.50
Business & Community Services						
MidYr-BCS-01	Decrease Cash Transfer to DP Fund	446,815			446,815	-
MidYr-BCS-02	CYE & Revenue Enhancement	672,207		537,221	1,209,428	-
MidYr-BCS-03	Decrease Professional Services, BSI	70,000			70,000	-
MidYr-BCS-04	Decrease M&S - Emergency Mgt	14,056			14,056	-
MidYr-BCS-05	Decrease Prof Svcs - Sustainability	8,328			8,328	-
MidYr-BCS-06	Decrease Preservation Supplies FREDS Records	9,171			9,171	-
MidYr-BCS-08	Decrease M&S in HR	36,320			36,320	-
MidYr-BCS-09	Decrease Staffing Finance	15,111	28,661		43,772	1.00
MidYr-BCS-10	Reduce Professional Svcs - Director's Office	20,000			20,000	-
MidYr-BCS-11	Animal Services	65,624	56,332		121,956	3.00
MidYr-BCS-12	Reduce Professional Svcs Facilities	750,000			750,000	-
Total BCS		2,107,632	84,993	537,221	2,729,846	4.00
Library						
MidYr-LIB-01	Juvenile Justice Outreach		50,000		50,000	1.00
MidYr-LIB-02	School Corps		82,000		82,000	1.00
MidYr-LIB-03	Retirement Fund Transfer	125,000			125,000	-
Total Library		125,000	132,000	0	257,000	2.00
Commission on Children & Families						
MidYr-CCFC-01	Reduce Grant Carryover	35,000			35,000	-
Total CCFC		35,000	0	0	35,000	0
Grand Total		4,779,033	8,182,384	2,598,477	15,559,894	157.86

FY 2003 Mid-Year Reduction Summary
12/19/2002 - Revised #8

(Latest 10:30)

Dept-Pckg #	Package Name	FY 03 Mid-Yr OTO CGF Saving	FY 03 Mid-Yr Ongoing CGF Saving	FY 03 Mid-Yr CGF Rev Change	FY 03 Mid-Yr Net CGF Change	FY 03 Annualized Mid Yr FTE Change
Sheriff's Office						
MidYr-MCSO-06	Close MCRC		1,662,138	(275,000)	1,387,138	34.00
MidYr-MCSO-07	OTO Move Wapato FTE to Bond Fund	118,528			118,528	-
MidYr-MCSO-08	Eliminate 5 Work Crew Positions		213,420		213,420	5.00
MidYr-MCSO-09	OTO Savings FTE Vacancy	50,274			50,274	
MidYr-MCSO-10	Command Staff Restructure		20,000		20,000	
MidYr-MCSO-11	Reduce 2.00 Corrections Counselors		64,000		64,000	2.00
Total Sheriff's Office		168,802	1,959,558	(275,000)	1,853,360	41.00
District Attorney						
MidYr-DA-01	Drug Prosecution- Reduce 1/2 Funding		101,382		101,382	3.00
MidYr-DA-02	Person/Prop Crimes (white collar, theft related prosecutions)		56,820		56,820	1.00
	Auto Theft Task Force		47,442		47,442	1.00
	Person Crimes		56,800		56,800	1.00
	Person Crimes		56,800		56,800	1.00
	Medical Examiner		42,185		42,185	1.00
MidYr-DA-03	Family Justice/MDT Child Abuse		56,800		56,800	1.00
	Eliminate Participation Dependency Review		40,877		40,877	1.00
	Eliminates participation in DV Intervention		42,156		42,156	1.00
MidYr-DA-05	Current Year Estimates - OTO	322,397			322,397	-
Total District Attorney		322,397	501,262	0	823,659	11.00
Community Justice						
MidYr-DCJ-02	Reduce DUII Services		114,089		114,089	4.00
MidYr-DCJ-03	Cut Contract Svcs Women/Girls Leaving Prostitution		50,000		50,000	-
MidYr-DCJ-05	Reduce RDSS Svcs-Cut Cascadia Project OASIS		37,500		37,500	-
MidYr-DCJ-07	Cut MST Oversight Contract		17,000		17,000	-
MidYr-DCJ-08	Cut CSAT ADES Support to DCHS		51,000		51,000	-
MidYr-DCJ-09	Personnel Savings	289,709	555,845		845,554	14.00
MidYr-DCJ-10	Reduce Flex Funds		20,000		20,000	-
MidYr-DCJ-11	Cuts Marshall Counselor		43,000		43,000	-
MidYr-DCJ-12	FAST Program		35,000		35,000	-
MidYr-DCJ-13	Safe Schools		25,000		25,000	1.00
MidYr-DCJ-14	Restore OCHA - department will absorb		57,500		57,500	-
MidYr-DCJ-15	Administrative Reductions	122,174	37,945		160,119	2.00
MidYr-DCJ-16	Close Interchange		847,094		847,094	20.20
MidYr-DCJ-17	School Attendance Initiative Reduction		\$54,000		\$54,000	-
Total Community Justice		411,883	1,944,973	0	2,356,856	41.20
Health Department						
MidYr-HD-01	Medicaid Enhancements- Revenue	0	0	1,402,256	1,402,256	-
MidYr-HD-02	Epic Implementation Retro Match - Revenue	0	0	750,000	750,000	-
MidYr-HD-03	Medicare Settlement - Revenues	0	0	102,000	102,000	-
MidYr-HD-04	Raise self pay fee from \$10 to \$15/visit	0	0	37,000	37,000	-
MidYr-HD-21	Increase in Provider Productivity in Clinics	0	210,000	0	210,000	-
MidYr-HD-05	Voluntary Management Furlough - 1 wk	250,000	0	0	250,000	-
MidYr-HD-06	Telecommunications Streamlining	0	20,000	0	20,000	-
MidYr-HD-07	Reduces Corr Health Admn/Suppt, Med	0	454,750	0	454,750	8.70
MidYr-HD-08	Head Lice Program	0	70,553	0	70,553	1.30
MidYr-HD-09	Rockwood Dental Van	0	24,800	0	24,800	-
MidYr-HD-11	Practice Management Transaction Costs	105,000	0	0	105,000	-
MidYr-HD-12	Minimum Primary Care Self Pay Rate up to \$25	0	0	45,000	45,000	-
MidYr-HD-13	Eliminate Violence Prevention Program in MCHD	0	87,507	0	87,507	1.88
MidYr-HD-14	Reduce Coalition Community Health Clinics	0	20,000	0	20,000	-
MidYr-HD-15	Dental Access Program	0	20,143	0	20,143	1.00
MidYr-HD-16	Reduce General Fund subsidy for uninsured Primary Care patients	0	200,000	0	200,000	-
MidYr-HD-17	Reduce WIC Sites	0	150,000	0	150,000	6.70
MidYr-HD-20	Neighborhood Health Field Teams	0	130,711	0	130,711	5.90
MidYr-HD-18	Eliminate Stars	0	93,626	0	93,626	3.96
MidYr-HD-19	Brentwood Darlington NHA Site	0	183,000	0	183,000	4.90
Total Health		355,000	1,665,090	2,336,256	4,356,346	34.34

FY 2003 Mid-Year Reduction Summary
12/19/2002 - Revised #8

Dept-Pckg #	Package Name	FY 03 Mid-Yr OTO CGF Saving	FY 03 Mid-Yr Ongoing CGF Saving	FY 03 Mid-Yr CGF Rev Change	FY 03 Mid-Yr Net CGF Change	FY 03 Annualized Mid- Yr FTE Change
County Human Services						
MidYr-DCHS-15	MH- Reduce MH Consultant Early Childhood		17,143		17,143	0.50
MidYr-DCHS-14	MH-Cut CARES contract w/Legacy		59,408		59,408	
MidYr-DCHS-11	MH-Cut Case Enhance Morrison Center for kids		25,000		25,000	
MidYr-DCHS-12	MH- Eliminates Family Enhancement Program		26,756		26,756	3.80
MidYr-DCHS-26	MH-School Based Mental Health		194,901		194,901	7.52
MidYr-DCHS-08	MH-Outpatient; Eliminate NAMI contract		75,000		75,000	
MidYr-DCHS-09	MH-Outpatient; Reduce Geriatric MH Services		47,609		47,609	
MidYr-DCHS-17	MH-Special Projects		16,489		16,489	0.50
MidYr-DCHS-04	ADS -Cut Elders in Action rent subsidy		18,000		18,000	
MidYr-DCHS-05	ADS- Cut Trans grants to TriMet		32,000		32,000	
MidYr-DCHS-06	ADS-LTC;Cut Client Employed Provider Coord		15,000		15,000	1.00
MidYr-DCHS-07	ADS-OTO Savings use for Match	143,434			143,434	
MidYr-DCHS-01	DD-Blenestar Case Mgt Services		28,180		28,180	1.00
MidYr-DCHS-02	DD-cuts coordination of transport services.		26,156		26,156	1.00
MidYr-DCHS-03	DD-Div Admin reduce clerical support		22,343		22,343	1.00
MidYr-DCHS-18	BusSvc-Administration		121,113		121,113	-
MidYr-DCHS-20	BusSvc-Director's Office prof svc contracts		30,000		30,000	-
MidYr-DCHS-21	BusSvc-IT		54,234		54,234	-
MidYr-DCHS-19	BusSvc-OA		12,600		12,600	0.50
Total Human Services		143,434	821,932	0	965,366	16.82
Office of School & Community Partnerships						
MidYr-OSCP-06	Reduce Shared Evaluation Services		\$100,000		\$100,000	-
MidYr-OSCP-04	Projected salary savings.	\$45,684	\$0		\$45,684	-
MidYr-OSCP-07	Reduce supplies (M&S).	\$18,555	\$0		\$18,555	-
MidYr-OSCP-05	Elimination of Mgt/Sup Positions 1/1		\$40,283		\$40,283	1.50
MidYr-OSCP-08	Contracted Services; see detail sheet	\$1,025,646	\$713,989		\$1,739,635	-
MidYr-OSCP-09	Revenue Exchange	\$20,000			\$20,000	-
MidYr-OSCP-11	Reduce 3 Touchstone Sites, department will		\$91,698		\$91,698	3.00
MidYr-OSCP-10	Clearinghouse Voucher Reduction		\$4,214		\$4,214	-
MidYr-OSCP-12	Touchstone Client Assistance Funds		\$22,500		\$22,500	-
MidYr-OSCP-13	FRC/SUN Site Reduction		\$72,500		\$72,500	2.00
MidYr-OSCP-15	Eliminate 1.00 Prog. Development Specialist		\$27,392		\$27,392	1.00
Total OSCP		1,109,885	1,072,576	0	2,182,461	7.50
Business & Community Services						
MidYr-BCS-01	Decrease Cash Transfer to DP Fund	446,815			446,815	-
MidYr-BCS-02	CYE & Revenue Enhancement	672,207		537,221	1,209,428	-
MidYr-BCS-03	Decrease Professional Services, BSI	70,000			70,000	-
MidYr-BCS-04	Decrease M&S - Emergency Mgt	14,056			14,056	-
MidYr-BCS-05	Decrease Prof Svcs - Sustainability	8,328			8,328	-
MidYr-BCS-06	Decrease Preservation Supplies, FREDS Records	9,171			9,171	-
MidYr-BCS-08	Decrease M&S in HR	36,320			36,320	-
MidYr-BCS-09	Decrease Staffing Finance	15,111	28,661		43,772	1.00
MidYr-BCS-10	Reduce Professional Svcs - Director's Office	20,000			20,000	-
MidYr-BCS-11	Animal Services	65,624	56,332		121,956	3.00
MidYr-BCS-12	Reduce Professional Svcs Facilities	750,000			750,000	-
Total BCS		2,107,632	84,993	537,221	2,729,846	4.00
Library						
MidYr-LIB-01	Juvenile Justice Outreach		50,000		50,000	1.00
MidYr-LIB-02	School Corps		82,000		82,000	1.00
MidYr-LIB-03	Retirement Fund Transfer	125,000			125,000	-
Total Library		125,000	132,000	0	257,000	2.00
Commission on Children & Families						
MidYr-CCFC-01	Reduce Grant Carryover	35,000			35,000	-
Total CCFC		35,000	0	0	35,000	0
Grand Total		4,779,033	8,182,384	2,598,477	15,559,894	157.86

BOGSTAD Deborah L

From: LINN Diane M
Sent: Thursday, December 19, 2002 3:47 PM
To: #MULTNOMAH COUNTY ALL EMPLOYEES
Subject: Budget Adoption Update

As you may already know, the Board unanimously adopted the series of budget reductions this morning to address our current fiscal year's shortfall.

After finding efficiencies and making administrative reductions, we were forced to make extremely tough reductions in County services that have value to our community. Yet we remained vigilant in continuing our support for many of our core functions in public safety and safety net systems.

I want to thank the many people who have worked extremely hard to develop this budget amendment. Without the dedication and long hours put in by our *valued county employees*, we could not have come this far.

The budget reductions, although painful, could have been much worse without us all pulling together to find creative ways to maintain our infrastructure and the core services our community depends upon.

While we were able to find resources and other budget reductions to restore our support for a number of important programs, there is, of course, a profound sense of loss, especially for those whose jobs are slated for lay offs and for those who rely on services lost.

The Board of County Commissioners have not shied away from our responsibility to balance our budget and confront the challenge of limited revenues and increased needs. Your support throughout this process has been crucial.

Until our economy improves, we will have to continue to face these challenges. This budget rebalance is only the beginning. Our next challenge is right around the corner – both in terms of potential state cuts, the impacts if Measure 28 fails and our own projected shortfall for next fiscal year.

However, I believe that if we continue to pull together we'll manage our way through the storm successfully.

I know I've said this before, but it's important that you know that the Board and I value the work you do and have a deep appreciation for the critical role you play in supporting the organization and providing essential services to people who rely on us.

For those individuals who will be affected by the budget cuts, my heart goes out to you and your family. I want to thank you for your service to the County, for helping build this organization and especially for your dedication to our clients.

I am so very proud to be a part of this jurisdiction for the important work we do and for all the lives we touch.

Thank you,

Diane M. Linn
Chair

FY 2003 Mid-Year Reduction Summary
12/19/2002 - Revised #8

Dept-Pckg #	Package Name	Amount	FTE	Reference Dept-Pckg #
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BCC Proposed For Adoption

Proposed Cuts

		<u>One Time Resources</u>		
Linn-BCS-13	Move 0.50 FTE GF Sustainability program to Fleet Fund	45,000		
Linn-BCS-14	Hold vacant Diversity FTE	35,000		
Linn-BCS-15	Hold vacant LUP Director	28,000		
Linn-BCS-16	Hold vacant Elections FTE	27,000		
Linn-BCS-17	Reduce Professional Services Director's Office	15,000		
Rojo-Lib-12	Hold vacant Deputy Library Director FTE	30,000		
Naito-NonD-06	Cut LPSCC carryover funds	30,000		
Cruz-NonD-34	Underspending by 1% in Non-D	19,436		
Linn-NonD-36	SIP Resources - Wacker Funds	400,000		

		<u>On-Going Resources</u>		
Linn-NonD-35	CCFC-General Fund; Flexible Fund	170,000		
Rojo-BCS-36	Shared Services Savings	225,000		
Subtotal Reductions		1,024,436		





Proposed Restorations

Naito-CHS-31	Restore DARTS (Hand-in-Hand)	(121,547)		DCHS-10
Naito-CHS-32	Restore CAREs staffing refers to DCHS-13	(32,202)	(1.00)	DCHS-13
Naito-CHS-33	Partially Restore MH Consultant in School Based, and Family Enhancement	(200,000)	xx	DCHS-12, 26
Cruz-Health-30	Partially Restore WIC	(150,000)	xx	HD-17
Linn-Health-29	Partially Restore Field Teams	(148,000)	xx	HD-20
Cruz-OSCP-22	Partially Restore Gang Outreach	(22,955)		OSCP-08
Cruz-OSCP-23	Partially Restore Community Transitional School	(21,300)		OSCP-08
Naito-DCHS-35	Restore Early Childhood Mental Health	(62,000)		
Rojo-OSCP-37	Partially Restore Clearinghouse Vouchers	(37,923)		OSCP-10
Rojo-OSCP-38	Partially Restore Girls Initiative	(21,000)		OSCP-08
Rojo-OSCP-39	Partially Restore Youth Investment	(13,500)		OSCP-08
Rojo-DCHS-40	Partially Restore (in DV) New Options/Prostitution Alternatives	(50,000)		DCJ-03
Rojo-OSCP-41	Partially Restore Youth A&D Assessment with TV	(96,561)		OSCP-08
Subtotal Restorations		(976,988)		
Net Suplus/Deficit		47,448		

Proposed Restorations within Departmental Budgets

Cruz-DCJ-04	Restore OCHA (57,500)			DCJ-14
Cruz-OSCP-18	Reduce funding at 6 Touchstone sites, instead of eliminating three sites (37,923)			OSCP-11
Cruz-OSCP-20	Restore Student Enhancement/Family Retention, funded within departmental existing resources (97,700)			OSCP-08
Cruz-OSCP-21	Restore Case Mgt (IRCO, ALMAS), offset with SAI reductions (7,744)			OSCP-08
Cruz-OSCP-19	Student Retention-Restore 90% of cut(NAYA, OCHA, Catholic Charities), funded within existing departmental resources (126,907)			OSCP-08
Subtotal for Departmental absorbtions: \$327,774				

LEGEND

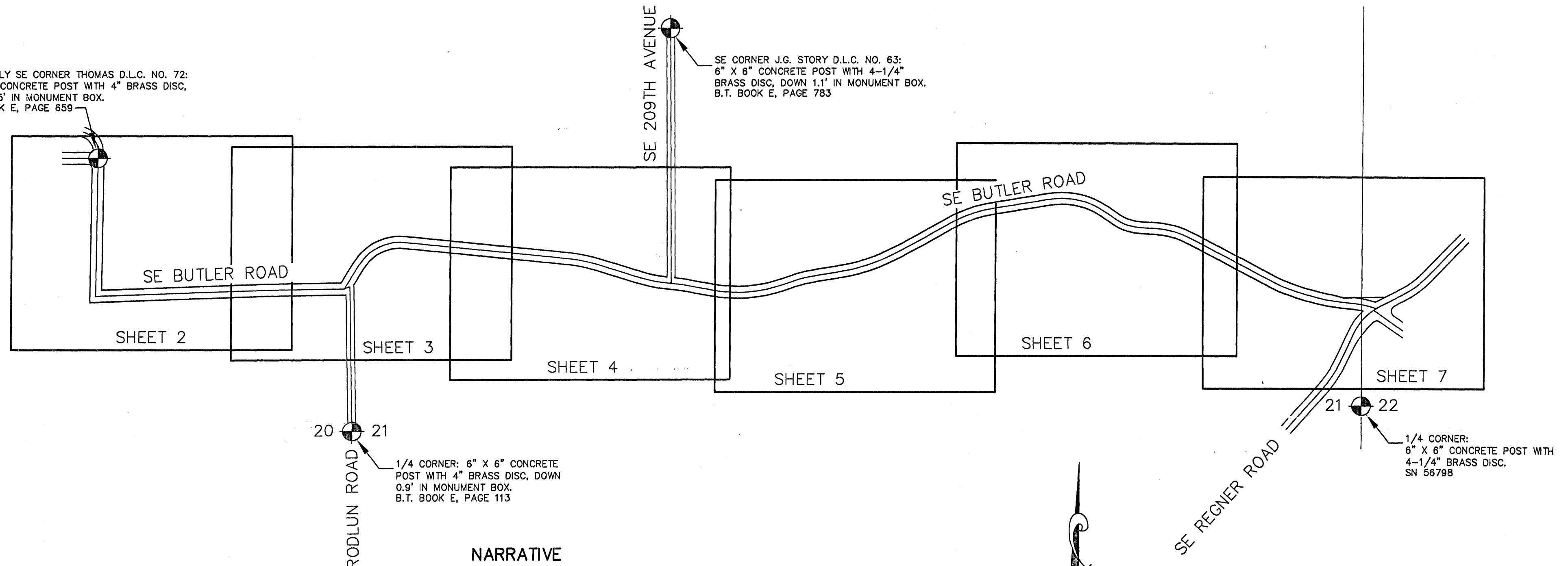
-  FOUND MULTNOMAH COUNTY CONCRETE MONUMENT AS DESCRIBED.
-  SN SURVEY NUMBER, MULTNOMAH COUNTY SURVEY RECORDS (MCSR).
-  B.T. BEARING TREE
-  ## MONUMENT IDENTIFIER, SEE MONUMENT TABLES.

RECORD OF SURVEY

SE BUTLER ROAD – COUNTY ROAD NO. 5018
SOUTHERLY SE CORNER OF THE BENJAMIN THOMAS DLC NO. 72 TO SE REGNER ROAD
SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,
THE NORTH 1/2 OF SECTION 21,
AND THE NORTHWEST 1/4 OF SECTION 22,
TOWNSHIP 1 SOUTH, RANGE 3 EAST, WILLAMETTE MERIDIAN,
CITY OF GRESHAM, MULTNOMAH COUNTY, OREGON

SOUTHERLY SE CORNER THOMAS D.L.C. NO. 72:
6" X 6" CONCRETE POST WITH 4" BRASS DISC,
DOWN 0.5' IN MONUMENT BOX.
B.T. BOOK E, PAGE 659

SE CORNER J.G. STORY D.L.C. NO. 63:
6" X 6" CONCRETE POST WITH 4-1/4"
BRASS DISC, DOWN 1.1' IN MONUMENT BOX.
B.T. BOOK E, PAGE 783



NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO SURVEY THE AS-TRAVELED BUTLER ROAD FROM THE SOUTHERLY SOUTHEAST CORNER OF THE THOMAS DLC NO. 72 EASTERLY TO REGNER ROAD FOR A PROPOSED ROAD LEGALIZATION IN ACCORDANCE WITH ORS 368.

MONUMENT NO. 100 (SOUTHERLY SOUTHEAST CORNER OF THE THOMAS DLC NO. 72), MONUMENT NO. 173, (ROAD ANGLE 45 OF COUNTY ROAD NO. 588), AND MONUMENT NO. 172 WERE HELD FOR CENTERLINE. THE ROADWAY EASTERLY OF MONUMENT NO. 172 WAS HELD AS A BEST FIT TO THE AS-TRAVELED ROAD, EXCEPT THE ANGLE POINT NEAR THE BEGINNING OF RODLUN ROAD NO. 1089. THIS ANGLE POINT WAS HELD SO THAT IT MATCHED UP WITH SAID RODLUN ROAD AND DID NOT LEAVE ANY GAP BETWEEN THIS PROPOSED ROAD LEGALIZATION AND SAID RODLUN ROAD.

THE CENTERLINE OF RODLUN ROAD WAS HELD FROM MONUMENT NO. 114 (POINT OF BEGINNING OF ROAD NO. 1089) TO MONUMENT NO. 176 (ROAD ANGLE 1, ROAD NO. 1089) TO THE 1/4 CORNER COMMON TO SECTIONS 20 AND 21. RIGHT OF WAY LINE WAS HELD 20 FEET EACH SIDE OF SAID CENTERLINE.

THE CENTERLINE OF SE 209TH AVENUE WAS HELD FROM THE SOUTHEAST CORNER OF J.G. STOREY DLC NO. 63 TO MONUMENT NO. 124. A MONUMENT WAS SET AT THE INTERSECTION OF SAID SE 209TH AVENUE CENTERLINE AND THE CENTERLINE OF THIS PROPOSED LEGALIZATION.

REGNER ROAD WAS HELD FROM THE FOUND MONUMENTS NOS. 163, 165, AND 161, PER DATA FROM ROAD NO. 1275, AS SHOWN ON SHEET 7. THE RIGHT OF WAY OF THE PROPOSED ROAD LEGALIZATION WAS HELD AS 30 FEET ON EACH SIDE OF CENTERLINE, EXCEPT WHERE AN EXISTING CONCRETE RETAINING WALL ALONG THE SOUTH LINE OF LOTS 21 THROUGH 25, FAIRWAY HEIGHTS ENCROACHES WITHIN THIS 30 FEET. IN THESE AREAS, THE RIGHT OF WAY WAS NARROWED SO THAT THE RETAINING WALL IS NOT WITHIN THE PROPOSED RIGHT OF WAY.

BEARINGS ARE GEODETIC BEARINGS BASED ON GPS OBSERVATIONS.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Robert A. Hovden

OREGON
JULY 16, 1971
ROBERT A. HOVDEN
954

RENEWAL DATE: 6/30/2003

I CERTIFY THAT THIS SURVEY WAS PREPARED
USING HP PRODUCT C1892A ON CONTINENTAL
JPC4M2 POLYESTER FILM.

MULTNOMAH COUNTY
SURVEY RECORDS

DATE FILED NOVEMBER 18, 2002

58363

REGISTER NUMBER



MULTNOMAH COUNTY
DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES
TRANSPORTATION DIVISION / COUNTY SURVEYOR'S OFFICE
1600 S.E. 190th Ave. PORTLAND, OR 97233

BUTLER ROAD, COUNTY ROAD
NO. 5018, LEGALIZATION

ROBERT A. HOVDEN, P.L.S. COUNTY SURVEYOR

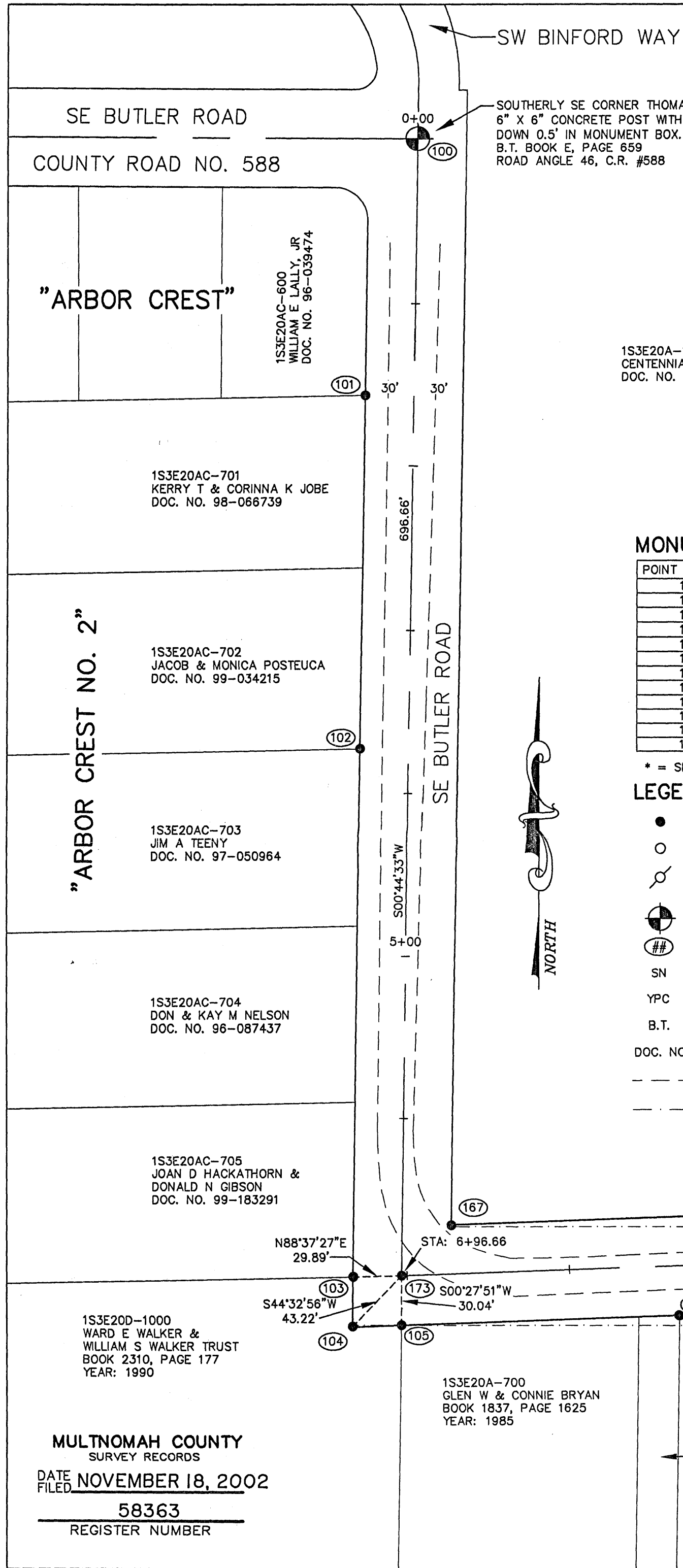
Drafted: KSH Checked: SRO/RAH

Date: 10/9/2002 Scale: 1" = 400'

Sht. 1 of 8

58363

58363



RECORD OF SURVEY

SE BUTLER ROAD - COUNTY ROAD NO. 5018

SOUTHERLY SE CORNER OF THE BENJAMIN THOMAS DLC NO. 72 TO SE REGNER ROAD

SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,

THE NORTH 1/2 OF SECTION 21,

AND THE NORTHWEST 1/4 OF SECTION 22,

TOWNSHIP 1 SOUTH, RANGE 3 EAST, WILLAMETTE MERIDIAN,
CITY OF GRESHAM, MULTNOMAH COUNTY, OREGON

MONUMENT TABLE

POINT NUMBER	STATION	OFFSET	MONUMENT DESCRIPTION	ORIGIN
100	0+00	0.00'	FOUND 6" x 6" CONCRETE POST WITH 4" BRASS DISC (SE CORNER THOMAS D.L.C.) DOWN 0.5' IN MONUMENT BOX.	B.T. BOOK E, PAGE 659
101	1+56.70	30.05' RT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	ARBOR CREST
102	3+72.48	29.94' RT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	ARBOR CREST NO. 2
167	6+65.53	29.92' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 57584
173	6+98.66	0.00'	FOUND BRASS SCREW WITH 3/4" BRASS WASHER MARKED "DON MARX PLS 332" SET TO REPLACE ROAD ANGLE STONE	SN 57567
103	*	*	FOUND 5/8" IRON ROD WITH YPC MARKED "DON MARX PLS 332"	SN 57584
104	*	*	FOUND 5/8" IRON ROD WITH YPC MARKED "DON MARX PLS 332"	SN 57584
105	*	*	FOUND 5/8" IRON ROD WITH YPC MARKED "DON MARX PLS 332"	SN 57584
107	9+66.41	30.17' RT.	FOUND 5/8" IRON ROD WITH YPC MARKED "REPETTO PLS"	SN 48642
108	10+36.96	30.15' RT.	FOUND 5/8" IRON ROD WITH YPC MARKED "REPETTO PLS"	SN 48642
109	12+07.81	25.24' RT.	FOUND 1/2" IRON ROD DOWN 0.2'	SN 25222
172	14+61.99	0.00'	FOUND 3/4" IRON PIPE DOWN 0.8' IN MONUMENT BOX	F.B. 567, PAGE 6

* = SEE TIES BELOW FROM POINT (173).

LEGEND

- | | |
|----------|---|
| ● | FOUND MONUMENT AS NOTED IN MONUMENT TABLES. |
| ○ | SET 5/8" X 30" IRON ROD WITH YPC MARKED "MULT. CO. SURVEY". |
| ⊗ | SET 5/8" X 30" IRON ROD WITH 2" ALUMINUM CAP STAMPED "MULTNOMAH COUNTY SURVEYOR". |
| ⊙ | FOUND MULTNOMAH COUNTY CONCRETE MONUMENT AS DESCRIBED. |
| ## | MONUMENT IDENTIFIER, SEE MONUMENT TABLES. |
| SN | SURVEY NUMBER, MULTNOMAH COUNTY SURVEY RECORDS (MCSR). |
| YPC | YELLOW PLASTIC CAP. |
| B.T. | BEARING TREE |
| DOC. NO. | DOCUMENT NUMBER, MULTNOMAH COUNTY DEED RECORDS. |
| — — — | EDGE OF EXISTING PAVEMENT |
| — . — | RIGHT-OF-WAY LINE COUNTY ROAD NO. 588 |

1S3E20A-100
CENTENNIAL SCHOOL DIST. 28 JT
DOC. NO. 94-088358

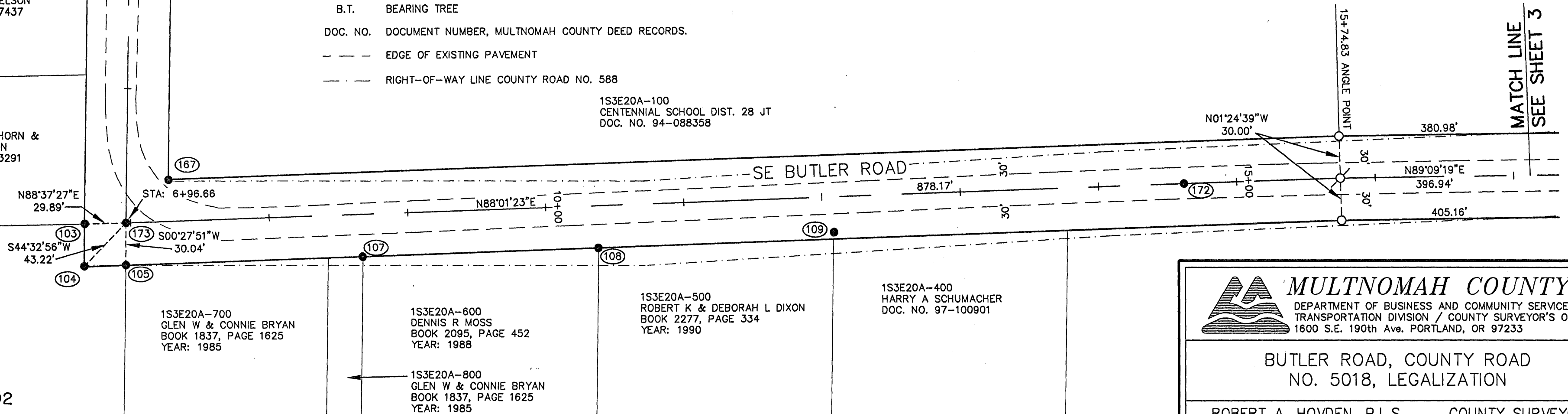
REGISTERED
PROFESSIONAL
LAND SURVEYOR

Robert A Hordern

OREGON
JULY 16, 1971
ROBERT A. HOVDEN
954

RENEWAL DATE: 6/30/2003

I CERTIFY THAT THIS SURVEY WAS PREPARED
USING HP PRODUCT C1892A ON CONTINENTAL
JPC4M2 POLYESTER FILM.



MULTNOMAH COUNTY
DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES
TRANSPORTATION DIVISION / COUNTY SURVEYOR'S OFFICE
1600 S.E. 190th Ave. PORTLAND, OR 97233

BUTLER ROAD, COUNTY ROAD
NO. 5018, LEGALIZATION

ROBERT A. HOVDEN, P.L.S. COUNTY SURVEYOR

Drafted: KSH Checked: SRO/RAH

Date: 10/9/2002 Scale: 1" = 60'

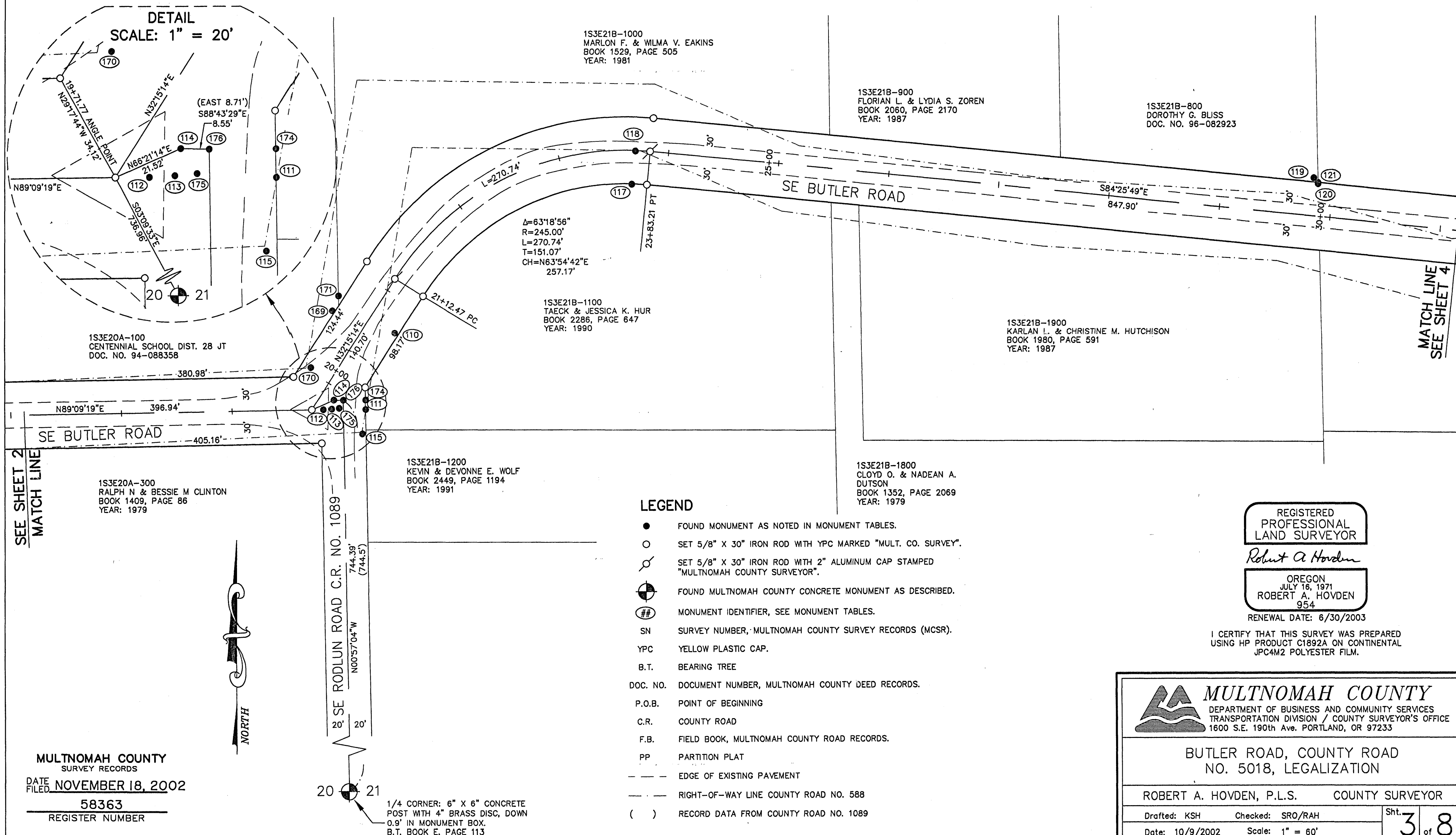
Sht. 2 of 8

58363

58363

RECORD OF SURVEY
SE BUTLER ROAD – COUNTY ROAD NO. 5018
SOUTHERLY SE CORNER OF THE BENJAMIN THOMAS DLC NO. 72 TO SE REGNER ROAD
SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,
THE NORTH 1/2 OF SECTION 21,
AND THE NORTHWEST 1/4 OF SECTION 22,
TOWNSHIP 1 SOUTH, RANGE 3 EAST, WILLAMETTE MERIDIAN,
CITY OF GRESHAM, MULTNOMAH COUNTY, OREGON

POINT NUMBER	STATION	OFFSET	MONUMENT DESCRIPTION	ORIGIN
112	19+77.26	8.67' RT.	FOUND 5/8" IRON ROD DOWN 0.4'	ORIGIN UNKNOWN
115	19+77.58	50.16' RT.	FOUND 1/2" IRON PIPE DOWN 0.3'	F.B. 567, PAGE 7
113	19+81.76	14.90' RT.	FOUND 3/4" IRON PIPE DOWN 0.7'	F.B. P-79, PAGE 2
114	19+89.59	12.06' RT.	FOUND 3/8" IRON ROD DOWN 0.5' SET OVER A 3/4" IRON PIPE. ROAD ANGLE 42 OF C.R. NO. 588 AND P.O.B. C.R. NO. 1089.	F.B. 567, PAGE 7
111	19+97.56	41.04' RT.	FOUND 3/4" IRON PIPE FLUSH	SN 45390
170	20+03.11	21.32' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 57567
169	20+57.59	32.47' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 57567
110	20+69.45	26.41' RT.	FOUND 3/4" IRON PIPE DOWN 0.8', BENT	F.B. 601, PAGE 13
171	20+72.15	35.04' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 57567
117	23+67.50	30.52' RT.	FOUND 1/2" IRON PIPE UP 0.4, BENT	F.B. 601, PAGE 13
118	23+69.84	0.61' RT.	FOUND 1/2" IRON PIPE DOWN 0.2'	F.B. P-79, PAGE 13
119	29+82.17	33.88' LT.	FOUND 1/2" IRON PIPE FLUSH	ORIGIN UNKNOWN
121	29+86.47	29.81' LT.	FOUND 1" IRON PIPE UP 0.3'	ORIGIN UNKNOWN
120	29+86.58	29.00' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	PP NO. 1999-73
175	19+85.86	20.20' RT.	FOUND 3/4" IRON PIPE DOWN 0.5'	ORIGIN UNKNOWN
176	19+93.99	19.39' RT.	FOUND 3/4" IRON PIPE DOWN 1.5', ROAD ANGLE POINT NO. 1, C.R. 1089	C.R. 1089
174	20+04.79	36.37' RT.	FOUND 3/4" IRON PIPE DOWN 0.5'	C.R. 1089



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MONUMENT TABLE

POINT NUMBER	STATION	OFFSET	MONUMENT DESCRIPTION	ORIGIN
125	34+03.82	28.63' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 52939
126	34+03.24	28.56' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC."	SN 52939
127	34+03.29	28.87' LT.	FOUND 1/2" IRON PIPE UP 0.7'	UNKNOWN
128	37+52.21	31.30' LT.	FOUND 5/8" IRON ROD DOWN 0.1'	SN 52939
129	37+53.46	18.96' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." DOWN 0.1'	SN 52939
124	37+76.43	11.70' RT.	FOUND 1/2" IRON PIPE DOWN 0.9' - OLD ROAD ANGLE #33, C.R. 588	F.B. 567, PAGE 10
131	40+43.03	33.64' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." UP 0.1'	SN 53921
133	42+56.57	23.16' RT.	FOUND 1/2" IRON PIPE DOWN 0.5'	F.B. 567, PAGE 10
132	42+84.00	17.90' RT.	FOUND 1" IRON PIPE DOWN 0.7'	F.B. 567, PAGE 10

RECORD OF SURVEY

SE BUTLER ROAD - COUNTY ROAD NO. 5018

SOUTHERLY SE CORNER OF THE BENJAMIN THOMAS DLC NO. 72 TO SE REGNER ROAD

SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,

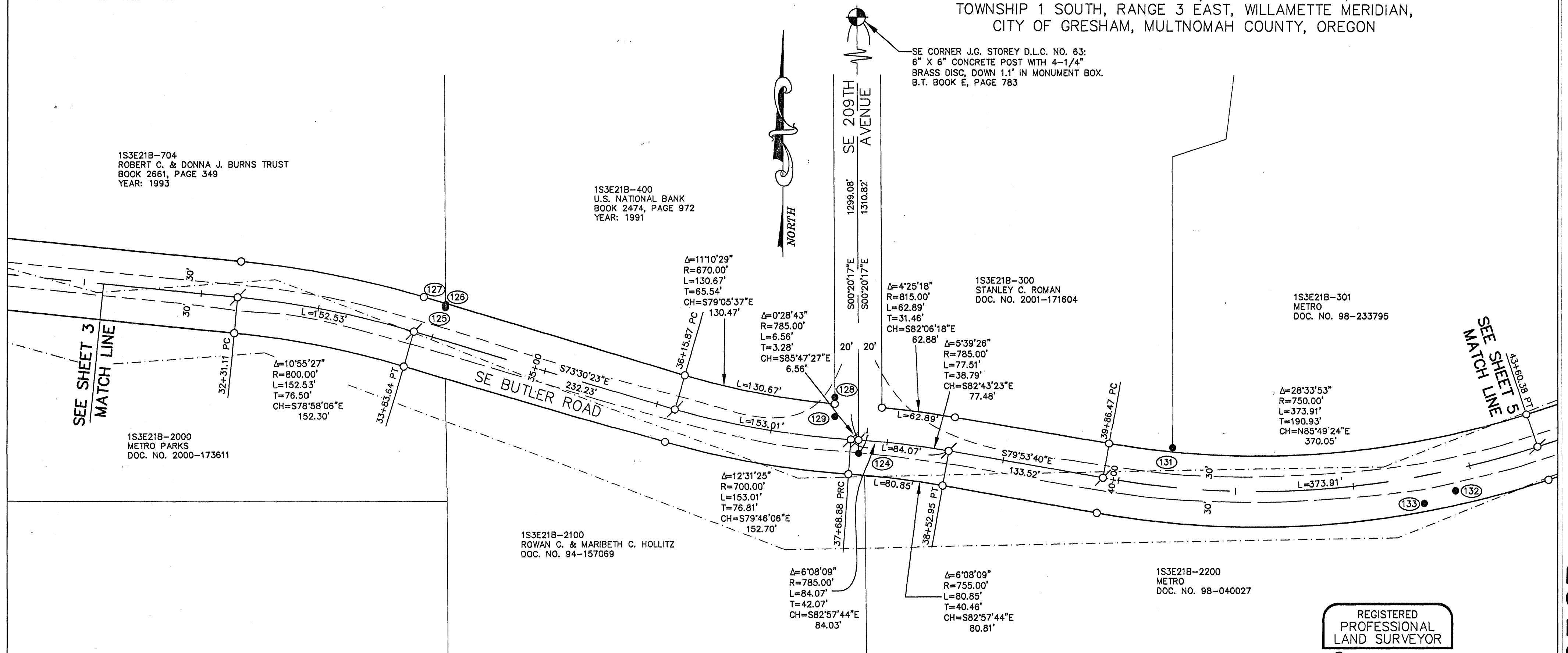
THE NORTH 1/2 OF SECTION 21,

AND THE NORTHWEST 1/4 OF SECTION 22,

TOWNSHIP 1 SOUTH, RANGE 3 EAST, WILLAMETTE MERIDIAN,

CITY OF GRESHAM, MULTNOMAH COUNTY, OREGON

SE CORNER J.G. STOREY D.L.C. NO. 63:
6" X 6" CONCRETE POST WITH 4-1/4"
BRASS DISC, DOWN 1.1' IN MONUMENT BOX.
B.T. BOOK E, PAGE 783



LEGEND

- FOUND MONUMENT AS NOTED IN MONUMENT TABLES.
- SET 5/8" X 30" IRON ROD WITH YPC MARKED "MULT. CO. SURVEY".
- ⊗ SET 5/8" X 30" IRON ROD WITH 2" ALUMINUM CAP STAMPED "MULTNOMAH COUNTY SURVEYOR".
- ⊙ FOUND MULTNOMAH COUNTY CONCRETE MONUMENT AS DESCRIBED.
- ## MONUMENT IDENTIFIER, SEE MONUMENT TABLES.
- SN SURVEY NUMBER, MULTNOMAH COUNTY SURVEY RECORDS (MCSR).
- YPC YELLOW PLASTIC CAP.
- B.T. BEARING TREE
- F.B. FIELD BOOK, MULTNOMAH COUNTY ROAD RECORDS
- DOC. NO. DOCUMENT NUMBER, MULTNOMAH COUNTY DEED RECORDS.
- EDGE OF EXISTING PAVEMENT
- RIGHT-OF-WAY LINE COUNTY ROAD NO. 588

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Robert A. Hovden

OREGON
JULY 16, 1971
ROBERT A. HOVDEN
954

RENEWAL DATE: 6/30/2003

I CERTIFY THAT THIS SURVEY WAS PREPARED
USING HP PRODUCT C1892A ON CONTINENTAL
JPC4M2 POLYESTER FILM.



MULTNOMAH COUNTY

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES
TRANSPORTATION DIVISION / COUNTY SURVEYOR'S OFFICE
1600 S.E. 190th Ave. PORTLAND, OR 97233

BUTLER ROAD, COUNTY ROAD
NO. 5018, LEGALIZATION

ROBERT A. HOVDEN, P.L.S. COUNTY SURVEYOR

Drafted: KSH Checked: SRO/RAH

Date: 10/9/2002 Scale: 1" = 60'

Sht. 4 of 8

MULTNOMAH COUNTY
SURVEY RECORDS

DATE
FILED NOVEMBER 18, 2002

58363

REGISTER NUMBER

58363

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MONUMENT TABLE

POINT NUMBER	STATION	OFFSET	MONUMENT DESCRIPTION	ORIGIN
156	48+64.74	20.63' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." FLUSH	SN 53921
155	53+44.10	30.30' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." FLUSH	SN 53921
154	54+26.89	29.52' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." DOWN 0.2'	SN 53921

RECORD OF SURVEY

SE BUTLER ROAD - COUNTY ROAD NO. 5018

SOUTHERLY SE CORNER OF THE BENJAMIN THOMAS DLC NO. 72 TO SE REGNER ROAD

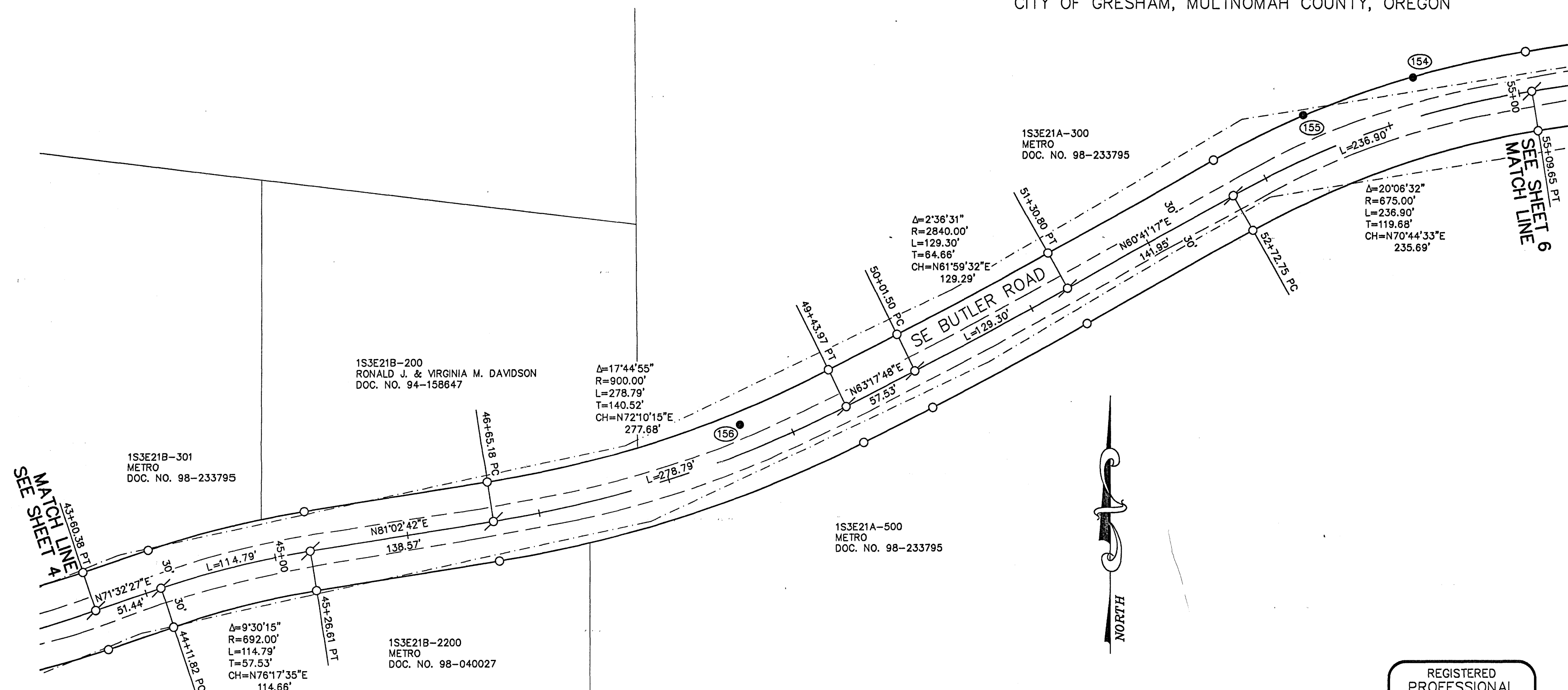
SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,

THE NORTH 1/2 OF SECTION 21,

AND THE NORTHWEST 1/4 OF SECTION 22,

TOWNSHIP 1 SOUTH, RANGE 3 EAST, WILLAMETTE MERIDIAN,

CITY OF GRESHAM, MULTNOMAH COUNTY, OREGON



LEGEND

- FOUND MONUMENT AS NOTED IN MONUMENT TABLES.
- SET 5/8" X 30" IRON ROD WITH YPC MARKED "MULT. CO. SURVEY".
- ⊙ SET 5/8" X 30" IRON ROD WITH 2" ALUMINUM CAP STAMPED "MULTNOMAH COUNTY SURVEYOR".
- ## MONUMENT IDENTIFIER, SEE MONUMENT TABLES.
- SN SURVEY NUMBER, MULTNOMAH COUNTY SURVEY RECORDS (MCSR).
- YPC YELLOW PLASTIC CAP.
- DOC. NO. DOCUMENT NUMBER, MULTNOMAH COUNTY DEED RECORDS.
- — — EDGE OF EXISTING PAVEMENT
- — — RIGHT-OF-WAY LINE COUNTY ROAD NO. 588

MULTNOMAH COUNTY
SURVEY RECORDS

DATE FILED NOVEMBER 18, 2002

58363

REGISTER NUMBER

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Robert A. Hovden

OREGON
JULY 16, 1971
ROBERT A. HOVDEN
954

RENEWAL DATE: 6/30/2003

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JPC4M2 POLYESTER FILM.



MULTNOMAH COUNTY

DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES
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1600 S.E. 190th Ave. PORTLAND, OR 97233

BUTLER ROAD, COUNTY ROAD
NO. 5018, LEGALIZATION

ROBERT A. HOVDEN, P.L.S. COUNTY SURVEYOR

Drafted: KSH Checked: SRO/RAH

Date: 10/9/2002 Scale: 1" = 60'

Sht. 5 of 8

58363

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MONUMENT TABLE

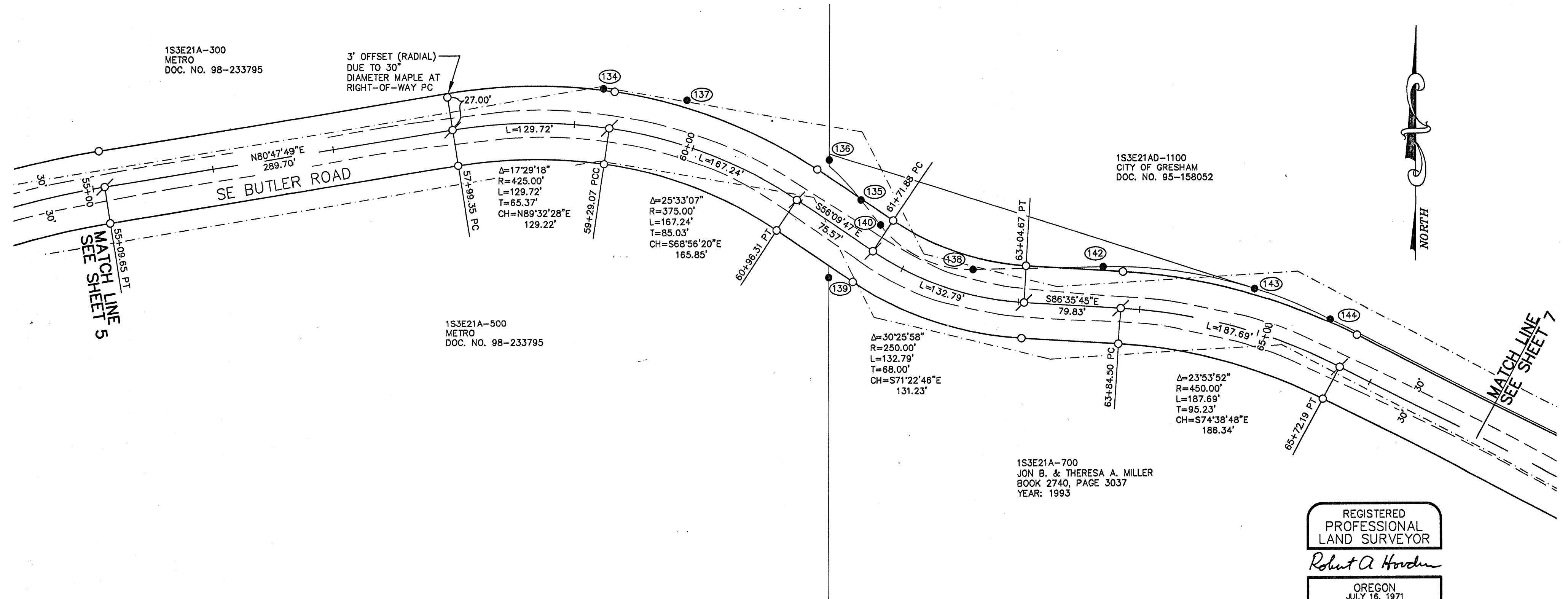
POINT NUMBER	STATION	OFFSET	MONUMENT DESCRIPTION	ORIGIN
134	59+20.26	30.13' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." UP 0.1'	SN 53921
137	59+83.89	35.97' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." FLUSH	SN 53921
136	60+99.98	42.00' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "KENT COX & ASSOC., INC." FLUSH	SN 53921
135	61+40.32	29.10' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "LS 2045" FLUSH	SN 54513
139	61+53.39	37.99' RT.	FOUND 5/8" IRON ROD UP 0.1'	SN 41372
140	61+65.27	21.19' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "LS 2045" DOWN 0.3'	SN 54513
138	62+57.19	20.35' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "LS 2045" UP 0.2'	SN 54513
142	63+68.11	32.95' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "LS 2045" UP 0.1'	SN 54513
143	64+86.58	34.88' LT.	FOUND 5/8" IRON ROD UP 0.1'	FAIRWAY HEIGHTS
144	65+48.74	32.52' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "LS 2045" UP 0.1'	SN 54513

RECORD OF SURVEY

SE BUTLER ROAD - COUNTY ROAD NO. 5018

SOUTHERLY SE CORNER OF THE BENJAMIN THOMAS DLC NO. 72 TO SE REGNER ROAD

SITUATED IN THE NORTHEAST 1/4 OF SECTION 20,
THE NORTH 1/2 OF SECTION 21,
AND THE NORTHWEST 1/4 OF SECTION 22,
TOWNSHIP 1 SOUTH, RANGE 3 EAST, WILLAMETTE MERIDIAN,
CITY OF GRESHAM, MULTNOMAH COUNTY, OREGON



LEGEND

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- ## MONUMENT IDENTIFIER, SEE MONUMENT TABLES.
- SN SURVEY NUMBER, MULTNOMAH COUNTY SURVEY RECORDS (MCSR).
- YPC YELLOW PLASTIC CAP.
- DOC. NO. DOCUMENT NUMBER, MULTNOMAH COUNTY DEED RECORDS.
- EDGE OF EXISTING PAVEMENT
- RIGHT-OF-WAY LINE COUNTY ROAD NO. 588

MULTNOMAH COUNTY
SURVEY RECORDS
DATE FILED **NOVEMBER 18, 2002**
58363
REGISTER NUMBER

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Robert A. Hovden

OREGON
JULY 16, 1971
ROBERT A. HOVDEN
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BUTLER ROAD, COUNTY ROAD
NO. 5018, LEGALIZATION

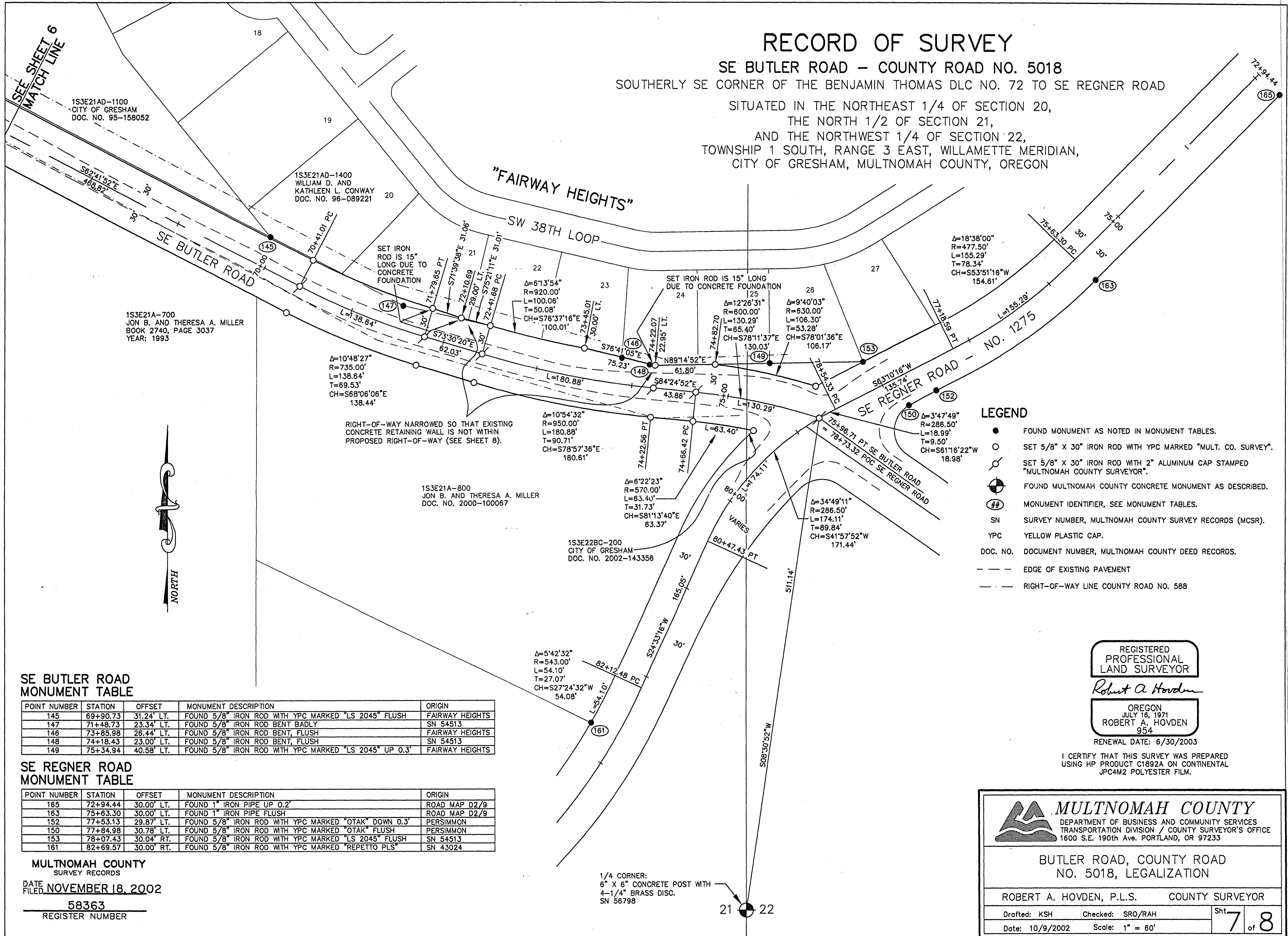
ROBERT A. HOVDEN, P.L.S. COUNTY SURVEYOR

Drafted: KSH Checked: SRO/RAH
Date: 10/9/2002 Scale: 1" = 60'

Sht. **6** of **8**

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58363

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1S3E21AD-1400
WILLIAM D. KATHLEEN L. CONWAY
DOC. NO. 96-089221

1S3E21AD-1500
JAMES E. AND JOYCE R. RITTER 21
DOC. NO. 98-162947

1S3E21AD-1600
KINGDOM A. AND HELEN J. ALEXANDER
DOC. NO. 96-153849

1S3E21AD-1700
RICHARD G. AND JEANNE M. AUBORN
DOC. NO. 98-013602

1S3E21AD-1800
GREGORY A. AND NANCY C. HORST
DOC. NO. 97-064084

1S3E22BC-00215
RALPH W. AND JANEEN M. HOUSE
DOC. NO. 96-178893

1S3E22BC-00216
JAMES W. AND KELLY L. KRAMER
DOC. NO. 97-073831

$\Delta=9^{\circ}40'03''$
 $R=630.00'$
 $L=106.30'$
 $T=53.28'$
 $CH=S78^{\circ}01'36''E$
 $106.17'$

$\Delta=12^{\circ}26'31''$
 $R=600.00'$
 $L=130.29'$
 $T=65.40'$
 $CH=S78^{\circ}11'37''E$
 $130.03'$

$\Delta=10^{\circ}54'32''$
 $R=950.00'$
 $L=180.88'$
 $T=90.71'$
 $CH=S78^{\circ}57'36''E$
 $180.61'$

$\Delta=6^{\circ}13'53''$
 $R=920.00'$
 $L=100.06'$
 $T=50.08'$
 $CH=S76^{\circ}37'16''E$
 $100.01'$

SE BUTLER ROAD
MONUMENT TABLE

POINT NUMBER	STATION	OFFSET	MONUMENT DESCRIPTION	ORIGIN
147	71+48.73	23.34' LT.	FOUND 5/8" IRON ROD BENT BADLY	SN 54513
146	73+85.98	26.44' LT.	FOUND 5/8" IRON ROD BENT, FLUSH	FAIRWAY HEIGHTS
148	74+18.43	23.00' LT.	FOUND 5/8" IRON ROD BENT, FLUSH	SN 54513
149	75+34.94	40.58' LT.	FOUND 5/8" IRON ROD WITH YPC MARKED "LS 2045" UP 0.3'	FAIRWAY HEIGHTS

LEGEND

- FOUND MONUMENT AS NOTED IN MONUMENT TABLES.
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- ## MONUMENT IDENTIFIER, SEE MONUMENT TABLES.
- SN SURVEY NUMBER, MULTNOMAH COUNTY SURVEY RECORDS (MCSR).
- YPC YELLOW PLASTIC CAP
- DOC. NO. DOCUMENT NUMBER, MULTNOMAH COUNTY DEED RECORDS.
- CONCRETE RETAINING WALL
- - - EDGE OF EXISTING PAVEMENT

REGISTERED
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Drafted: KSH Checked: SRO/RAH Sht. 8 of 8
Date: 10/9/2002 Scale: 1" = 30'

MULTNOMAH COUNTY
SURVEY RECORDS
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