

## ANNOTATED MINUTES

Tuesday, February 18, 1992 - 9:30 AM  
Multnomah County Courthouse, Room 602

### BOARD BRIEFINGS

- B-1 *Multnomah County Facilities and Land Holdings Task Force Final Report. Presented by Wally Hobson, Rebecca Marshall Chao, Ron Kawamoto, Donn Sullivan, Bud Stutte, Stewart Ankrom and Ernest Grigsby.*

**STEWART ANKROM, RON KAWAMOTO, DONN SULLIVAN  
AND WAYNE GEORGE PRESENTATION AND RESPONSE TO  
BOARD QUESTIONS.**

- B-2 *Bi-Monthly Status Report Concerning the Donald E. Long Detention Facility. Presented by Harold Ogburn.*

**HAL OGBURN REPORTED ON THE ESCAPE OF TWO  
YOUTH FROM THE FACILITY SATURDAY, PRESENTED HIS  
BI-MONTHLY STATUS REPORT AND RESPONDED TO  
BOARD QUESTIONS. NEXT BRIEFING UPDATE  
SCHEDULED FOR TUESDAY, MARCH 10, 1992.**

- B-3 *Comprehensive Annual Financial Report, Single Audit and Report to Management Letter. Presented by Tom Kessler of the Audit Committee.*

**DAVE BOYER AND TOM KESSLER PRESENTATION AND  
RESPONSE TO BOARD QUESTIONS.**

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Tuesday, February 18, 1992 - 11:30 AM  
Multnomah County Courthouse, Room 602

### AGENDA REVIEW

- B-4 *Review of Agenda for Regular Meeting of February 21, 1992*

**R-1 JANICE DRUIAN, JIM MUNZ AND BETSY WILLIAMS  
EXPLANATION AND RESPONSE TO BOARD QUESTIONS  
AND DISCUSSION.**

**R-6/R-7 DAVE WARREN, MIKE OSWALD, MS. WILLIAMS  
EXPLANATION AND RESPONSE TO BOARD QUESTIONS  
AND DISCUSSION. CHAIR McCOY DIRECTED DES STAFF  
TO RETURN FOR FURTHER DISCUSSION WITHIN A  
MONTH.**

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Thursday, February 20, 1992 - 9:30 AM  
Multnomah County Courthouse, Room 602

**REGULAR MEETING**

Chair Gladys McCoy convened the meeting at 9:32 a.m., with Vice-Chair Sharron Kelley, Commissioners Pauline Anderson, Rick Bauman and Gary Hansen present.

**CONSENT CALENDAR**

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

**JUSTICE SERVICES**

**SHERIFF'S OFFICE**

- C-1 Request for Approval in the Matter of the Transfer of Found/Unclaimed or Unidentified Property on List 92-1 to the Department of Environmental Services, Purchasing Division, for Sale or Disposal Pursuant to Multnomah County Code 7.70
- C-2 In the Matter of the Recommendation for Approval of a Retail Malt Beverage Liquor License Application for the New Business to be Called DOTTY'S #004 at 16353 SE DIVISION, SUITE 116

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- C-3 Ratification of an Intergovernmental Agreement Between Multnomah County and the Metropolitan Service District for Phase III of the Metropolitan Greenspaces Program

**REGULAR AGENDA**

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- R-1 RESOLUTION in the Matter of Certifying an Estimate of Expenditures for the FY 1992-93 Property Tax Program in Accordance with HB 2338

**UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER HANSEN, RESOLUTION 92-29 WAS UNANIMOUSLY APPROVED.**

- R-2 ORDER in the Matter of Execution and Acceptance of a Deed from Multnomah County Conveying to the Public Certain Real Property for Dedicated Road Purposes [S.E. 134th Avenue]

**UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER KELLEY, ORDER 92-30 WAS UNANIMOUSLY APPROVED.**

- R-3 Ratification of an Intergovernmental Agreement Between Multnomah County and the

*City of Lake Oswego for City to Pay Cost of Electrical Energy and County to Pay Cost of Maintenance for Traffic Signal Located at SW 49th Avenue and McNary Parkway*

**UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER ANDERSON, R-3 WAS UNANIMOUSLY APPROVED.**

- R-4**      *Ratification of an Intergovernmental Agreement Between the City of Portland and Multnomah County to Provide for Construction and Maintenance of a New Driveway to the Portland Exposition Center on North Force Avenue at North Marine Drive*

**UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER KELLEY, R-4 WAS UNANIMOUSLY APPROVED.**

**PUBLIC CONTRACT REVIEW BOARD**

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

- R-5**      *Ratification of an Intergovernmental Agreement Between Multnomah County and Metro Washington Park Zoo to Allow the Zoo to Purchase Herman Miller Furnishings in Accordance with Multnomah County Contract Bid No. B43-100-6044*

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

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

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- R-6**      *Budget Modification DES 19A Requesting Authorization to Reduce the FY 91-92 Animal Control Budget by \$324,550 and Eliminating 30 Positions for a 100% Fee Supported Program, Effective April 1, 1992*

- R-7**      *Budget Modification DES 19B Requesting Authorization to Reduce the FY 91-92 Animal Control Budget by \$138,931 and Eliminating 16 Positions for a County-Wide Service Level, Effective April 1, 1992*

**PAUL YARBOROUGH EXPLANATION AND RESPONSE TO BOARD QUESTIONS REGARDING ITEMS R-6 AND R-7. COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, TO TABLE R-6. JIM FALVEY, CHERYL PIPER, ROBERT ROGERS AND BUD ERLAND TESTIMONY IN SUPPORT OF FUNDING ANIMAL CONTROL AT PRESENT LEVEL. R-6 UNANIMOUSLY TABLED. BOARD COMMENTS AND DISCUSSION REGARDING NEED FOR DEDICATED FUNDING FOR ANIMAL CONTROL.**

**UPON MOTION OF COMMISSIONER BAUMAN, SECONDED BY COMMISSIONER KELLEY, R-7 WAS UNANIMOUSLY TABLED.**

**CHAIR McCOY ANNOUNCED THAT AT TROUTDALE CITY HALL AT 7:00 PM TONIGHT, THERE WILL BE A JOINT MEETING/PUBLIC HEARING ON TRANSPORTATION ISSUES, WITH MULTNOMAH COUNTY AND THE CITIES OF FAIRVIEW, MAYWOOD PARK, TROUTDALE AND WOOD VILLAGE.**

*There being no further business, the meeting was adjourned at 9:59 a.m.*

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



**Deborah L. Bogstad**

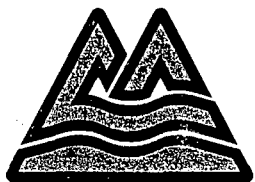
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**Thursday, February 20, 1992 - 7:00 PM  
Troutdale City Hall - Council Chambers  
104 SE Kibling Avenue  
Troutdale, Oregon**

**PUBLIC HEARING**

**PH-1      Joint Public Hearing with Multnomah County Board and City Councils of Troutdale, Fairview, Wood Village and Maywood Park to Hear Comments Regarding the Proposed Consolidation of Road Services in East Multnomah County**

**OFFICIALS GLADYS McCOY, SHARRON KELLEY, PAULINE ANDERSON, GARY HANSEN, SAM COX, MARJORIE SCHMUNK, HARRY FOWLER, BRUCE THOMPSON, JIM WAKEMAN, PAUL THALHOFER, FRED CARLSON, DENNIS RAY, ROGER VONDERHARR, LEN EDWARDS, BILL STEWART, BOB LOKTING, DON ROBERTSON, JOAN BORISCH, JEFF STEFFEN, PAUL JOHNSON AND JOY ASTENHEAD MET AND DISCUSSED PROPOSED CONSOLIDATION. PUBLIC TESTIMONY FROM JOHN WILOHABER, LOUISE HURST, JOE DEVLAEMINCK, JIM SMITH, DAVID RIPMA, SANDRA CHISHOLM, HOWARD HURST AND PHIL UNDERWOOD.**



# MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS  
ROOM 606, COUNTY COURTHOUSE  
1021 S.W. FOURTH AVENUE  
PORTLAND, OREGON 97204

GLADYS McCOY •	CHAIR •	248-3308
PAULINE ANDERSON •	DISTRICT 1 •	248-5220
GARY HANSEN •	DISTRICT 2 •	248-5219
RICK BAUMAN •	DISTRICT 3 •	248-5217
SHARRON KELLEY •	DISTRICT 4 •	248-5213
CLERK'S OFFICE •		248-3277

## AGENDA

### MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

#### FOR THE WEEK OF

FEBRUARY 17 - 21, 1992

Monday, February 17, 1992 - HOLIDAY - COURTHOUSE CLOSED. . . . .

Tuesday, February 18, 1992 - 9:30 AM - Board Briefings . . .Page 2

Tuesday, February 18, 1992 - 11:30 AM - Agenda Review. . . .Page 2

Thursday, February 20, 1992 - 9:30 AM - Regular Meeting . . Page 2

Thursday, February 20, 1992 - 7:00 PM - Public Hearing. . . Page 3  
Troutdale City Hall Council Chambers  
104 SE Kibling Avenue

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

Thursday, 10:00 PM, Channel 11 for East and West side subscribers

Friday, 6:00 PM, Channel 22 for Paragon Cable (Multnomah East) subscribers

Saturday 12:00 PM, Channel 21 for East Portland and East County subscribers

Tuesday, February 18, 1992 - 9:30 AM

Multnomah County Courthouse, Room 602

BOARD BRIEFINGS

- B-1 Multnomah County Facilities and Land Holdings Task Force Final Report. Presented by Wally Hobson, Rebecca Marshall Chao, Ron Kawamoto, Donn Sullivan, Bub Stutte, Stewart Ankrom and Ernest Grigsby. 9:30 AM TIME CERTAIN. 45 MINUTES REQUESTED.
- B-2 Bi-Monthly Status Report Concerning the Donald E. Long Detention Facility. Presented by Harold Ogburn. 10:15 AM TIME CERTAIN. 30 MINUTES REQUESTED.
- B-3 Comprehensive Annual Financial Report, Single Audit and Report to Management Letter. Presented by Tom Kessler of the Audit Committee. 11:00 AM TIME CERTAIN. 30 MINUTES REQUESTED.
- 

Tuesday, February 18, 1992 - 11:30 AM

Multnomah County Courthouse, Room 602

AGENDA REVIEW

- B-4 Review of Agenda for Regular Meeting of February 21, 1992
- 

Thursday, February 20, 1992 - 9:30 AM

Multnomah County Courthouse, Room 602

REGULAR MEETING

CONSENT CALENDAR

JUSTICE SERVICES

SHERIFF'S OFFICE

- C-1 Request for Approval in the Matter of the Transfer of Found/Unclaimed or Unidentified Property on List 92-1 to the Department of Environmental Services, Purchasing Division, for Sale or Disposal Pursuant to Multnomah County Code 7.70
- C-2 In the Matter of the Recommendation for Approval of a Retail Malt Beverage Liquor License Application for the New Business to be Called DOTTY'S #004 at 16353 SE DIVISION, SUITE 116

DEPARTMENT OF ENVIRONMENTAL SERVICES

- C-3 Ratification of an Intergovernmental Agreement Between Multnomah County and the Metropolitan Service District for Phase III of the Metropolitan Greenspaces Program

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- R-4 Ratification of an Intergovernmental Agreement Between the City of Portland and Multnomah County to Provide for Construction and Maintenance of a New Driveway to the Portland Exposition Center on North Force Avenue at North Marine Drive

### PUBLIC CONTRACT REVIEW BOARD

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

- R-5 Ratification of an Intergovernmental Agreement Between Multnomah County and Metro Washington Park Zoo to Allow the Zoo to Purchase Herman Miller Furnishings in Accordance with Multnomah County Contract Bid No. B43-100-6044

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

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Thursday, February 20, 1992 - 7:00 PM

Troutdale City Hall - Council Chambers  
104 SE Kibling Avenue  
Troutdale, Oregon

### PUBLIC HEARING

- PH-1 Joint Public Hearing with Multnomah County Board and City Councils of Troutdale, Fairview, Wood Village and Maywood Park to Hear Comments Regarding the Proposed Consolidation of Road Services in East Multnomah County



# MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS  
ROOM 606, COUNTY COURTHOUSE  
1021 S.W. FOURTH AVENUE  
PORTLAND, OREGON 97204

GLADYS McCOY • CHAIR • 248-3308  
PAULINE ANDERSON • DISTRICT 1 • 248-5220  
GARY HANSEN • DISTRICT 2 • 248-5219  
RICK BAUMAN • DISTRICT 3 • 248-5217  
SHARRON KELLEY • DISTRICT 4 • 248-5213  
CLERK'S OFFICE • 248-3277

## SUPPLEMENTAL AGENDA

Thursday, February 20, 1992 - 9:30 AM

Multnomah County Courthouse, Room 602

## REGULAR MEETING

### REGULAR AGENDA

#### DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-6 Budget Modification DES #19A Requesting Authorization to Reduce the FY 91-92 Animal Control Budget by \$324,550 and Eliminating 30 Positions for a 100% Fee Supported Program, Effective April 1, 1992 (Continued from February 13, 1992)
- R-7 Budget Modification DES #19B Requesting Authorization to Reduce the FY 91-92 Animal Control Budget by \$138,931 and Eliminating 16 Positions for a County-Wide Service Level, Effective April 1, 1992 (Continued from February 13, 1992)



FEB 10

Meeting Date: FEB 20 1992

Agenda No.: C-1

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Approval to transfer found/unclaimed property to the Dept of <sup>ENVIRONMENTAL</sup> ~~Gen. Svcs.~~ SERVICES  
AGENDA REVIEW/  
BOARD BRIEFING February 20 REGULAR MEETING  
(date) (date)

DEPARTMENT Sheriff's Office DIVISION Executive

CONTACT Larry Aab-Sheriff's Exec. Asst TELEPHONE 251-2489

PERSON(S) MAKING PRESENTATION Robert G. Skipper (Sheriff)

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 10 MINUTES

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

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

Approval of found/unclaimed property to be transferred to the Department of <sup>ENVIRONMENTAL</sup> ~~General~~ Services for the sale or disposal as provided for within the listed ordinance.  
Multnomah County Code 7.70

2/25/92 copy of Annotated to Larry Aab

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL

Robert G. Skipper  
Sheriff 82.

Or

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

(All accompanying documents must have required signatures)

BOARD OF  
COUNTY COMMISSIONERS  
1992 FEB 11 PM 2:31  
MULTNOMAH COUNTY  
OREGON



# Multnomah County Sheriff's Office

ROBERT G. SKIPPER  
SHERIFF

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

(503) 255-3600

## MEMORANDUM

TO: GLADYS McCOY  
Chair of the Multnomah County Board

FROM: ROBERT G. SKIPPER  
Sheriff

DATE: January 24, 1992

SUBJECT: FOUND/UNCLAIMED PROPERTY - 92-1

*[Handwritten signature: R. G. Skipper]*  
*[Handwritten date: 1-28-92]*

Attached is a listing of found/unclaimed or unidentified property. This property has been in the Sheriff's possession for over 30 days. All attempts to establish the rightful owners of the listed property have proven negative.

To comply with Multnomah County Code 7.70, I am requesting that this listing of property be placed on the Board of County Commissioners' agenda for approval of the transfer of these items to the Department of ~~General~~ <sup>ENVIRONMENTAL</sup> Services for the sale or disposal as provided for within the listed ordinance.

RG/ejl/237-AEQU

Attachment

MULTNOMAH COUNTY  
SHERIFF'S OFFICE  
FOUND/UNCLAIMED PROPERTY FOR DISPOSAL  
LIST - 92-1

FILE NUMBER	PROPERTY DESCRIPTION	DISPOSITION
91-9044	1980 Chevrolet Malibu, two door, VIN/1T27AAR436588, Calif. Lic. 156-ZTY	Sale
90-9696	1979 Chevrolet Camaro, two door VIN?1Q87G9L506611, Ore. Lic. JNX-875	Sale

DATE SUBMITTED: February 11, 1992

(For Clerk's Use)  
Meeting Date FEB 20 1992  
Agenda No. C-2

REQUEST FOR PLACEMENT ON THE AGENDA

Subject: LIQUOR LICENSE

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

Formal Only \_\_\_\_\_  
(Date)

DEPARTMENT Sheriff's Office DIVISION \_\_\_\_\_

CONTACT Sergeant Kathy Ferrell TELEPHONE 251-2431

\*NAME(s) OF PERSON MAKING PRESENTATION TO BOARD Sergeant Kathy Ferrell

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

Attached is the Retail Malt Beverage liquor license application for the new business which will be called Dotty's #004, at 16353 SE Division, Suite 116, Portland, Oregon. The applicant(s) Richard and Kathie Estey have no criminal record and we recommend that the application be approved.

ACTION REQUESTED:

(☐) INFORMATION ONLY (☐) PRELIMINARY APPROVAL (☐) POLICY DIRECTION (☒) APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA Consent Agenda

IMPACT:

PERSONNEL

(☐) FISCAL/BUDGETARY

(☐) GENERAL FUND

Other \_\_\_\_\_

2/25/92 original to Sgt. Kathy Ferrell

BOARD OF  
COUNTY COMMISSIONERS  
1992 FEB 12 PM 2:12  
MULTNOMAH COUNTY  
OREGON

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, OR COUNTY COMMISSIONER: K. Ferrell

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

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

OTHER \_\_\_\_\_  
(Purchasing, Facilities Management, Etc.)

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

KF/jlz/673-AINT

40.004  
APPLICATION

STATE OF OREGON  
OREGON LIQUOR CONTROL COMMISSION

Return To:

GENERAL INFORMATION

A non-refundable processing fee is assessed when you submit this completed form to the Commission (except for Druggist and Health Care Facility Licenses). The filing of this application does not commit the Commission to the granting of the license for which you are applying nor does it permit you to operate the business named below.

(THIS SPACE IS FOR OLCC OFFICE USE)	(THIS SPACE IS FOR CITY OR COUNTY USE)
<p>Application is being made for:</p> <p><input type="checkbox"/> DISPENSER, CLASS A</p> <p><input type="checkbox"/> DISPENSER, CLASS B</p> <p><input type="checkbox"/> DISPENSER, CLASS C</p> <p><input type="checkbox"/> PACKAGE STORE</p> <p><input type="checkbox"/> RESTAURANT</p> <p><input checked="" type="checkbox"/> RETAIL MALT BEVERAGE</p> <p><input type="checkbox"/> SEASONAL DISPENSER</p> <p><input type="checkbox"/> WHOLESALE MALT BEVERAGE &amp; WINE</p> <p><input type="checkbox"/> WINERY</p> <p>OTHER: <u>5246C</u></p>	<p>NOTICE TO CITIES AND COUNTIES: Do not consider this application unless it has been stamped and signed at the left by an OLCC representative.</p> <p>THE CITY COUNCIL, COUNTY COMMISSION, OR COUNTY</p> <p>COURT OF <u>MULTNOMAH COUNTY</u> (Name of City or County)</p> <p>RECOMMENDS THAT THIS LICENSE BE: GRANTED <u>X</u> DENIED _____</p> <p>DATE <u>FEBRUARY 20, 1992</u></p> <p>BY <u>Gladys McCoy</u> (Signature)</p> <p>TITLE <u>GLADYS MCCOY, COMMISSION CHAIR</u></p>
<p><input type="checkbox"/> Add Partner</p> <p><input type="checkbox"/> Additional Privilege</p> <p><input type="checkbox"/> Change Location</p> <p><input type="checkbox"/> Change Ownership</p> <p><input type="checkbox"/> Change of Privilege</p> <p><input type="checkbox"/> Greater Privilege</p> <p><input type="checkbox"/> Lesser Privilege</p> <p><input checked="" type="checkbox"/> New Application</p> <p><input type="checkbox"/> Renewal</p> <p>APPROVED FOR OLCC FEB 04 1992</p>	

**CAUTION:** If your operation of this business depends on your receiving a liquor license, OLCC cautions you not to purchase, remodel, or start construction until your license is granted.

1. Name of Corporation, Partnership, or Individual Applicants:

1) OREGON RESTAURANT SERVICES, INC. 2) THE ESTEY CORPORATION

3) \_\_\_\_\_ 4) \_\_\_\_\_

5) \_\_\_\_\_ 6) \_\_\_\_\_

(EACH PERSON LISTED ABOVE MUST FILE AN INDIVIDUAL HISTORY AND A FINANCIAL STATEMENT)

2. Present Trade Name \_\_\_\_\_

3. New Trade Name DOTTY'S #004 Year filed 1991  
with Corporation Commissioner

4. Premises address 16353 SE DIVISION, SUITE 116, PORTLAND, MULTNOMAH, OR 97236  
(Number, Street, Rural Route) (City) (County) (State) (Zip)

5. Business mailing address 5001 N. LAGOON, PORTLAND, OREGON 97217  
(P.O. Box, Number, Street, Rural Route) (City) (State) (Zip)

6. Was premises previously licensed by OLCC? Yes \_\_\_\_\_ No X Year \_\_\_\_\_

7. If yes, to whom: \_\_\_\_\_ Type of license: \_\_\_\_\_

8. Will you have a manager: Yes X No \_\_\_\_\_ Name KATHIE ESTEY  
(Manager must fill out Individual History)

9. Will anyone else not signing this application share in the ownership or receive a percentage of profits or bonus from the business? Yes \_\_\_\_\_ No X

10. What is the local governing body where your premises is located? PORTLAND MULTNOMAH  
(Name of City or County)

11. OLCC representative making investigation may contact: RICHARD CRAIG ESTEY  
(Name)  
5001 N. LAGOON, PORTLAND, OR 97217 503-285-9877  
(Address) (Tel. No. — home, business, message)

**CAUTION:** The Administrator of the Oregon Liquor Control Commission must be notified if you are contacted by anybody offering to influence the Commission on your behalf.

Applicant(s) Signature  
(In case of corporation, duly  
authorized officer thereof)

DATE 2-4-92

1) [Signature] PRESIDENT

2) [Signature] PRESIDENT

3) \_\_\_\_\_

4) \_\_\_\_\_

5) \_\_\_\_\_

6) \_\_\_\_\_

Meeting Date FEB 20 1992  
Agenda No.: C-3

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: I.G.A. Financial Support - Metro Greenspaces Project  
BCC Informal \_\_\_\_\_ BCC Formal February 13, 1992  
(date) (date)  
DEPARTMENT Environmental Services DIVISION Park Services  
CONTACT Charles Ciecko TELEPHONE 248-5050  
PERSON(S) MAKING PRESENTATION C. Ciecko/Mel Huie

ACTION REQUESTED:

// INFORMATIONAL ONLY // POLICY DIRECTION X/ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 15 minutes

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

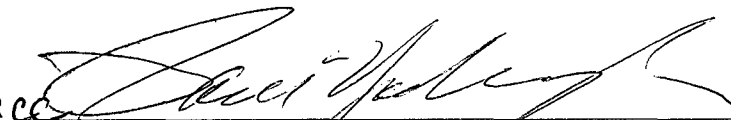
BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Intergovernmental Agreement between the County and Metro which provides \$4,000 payment for the continuation of Metro's Greenspaces Planning Project.

<sup>CAP and</sup>  
2/25/92 originals (x4) to Charles Ciecko

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_  
Or  
DEPARTMENT MANAGER 

(All accompanying documents must have required signatures)

BOARD OF  
COUNTY COMMISSIONERS  
1992 FEB 11 PM 2:35  
MULTNOMAH COUNTY  
OREGON



OFFICE MEMORANDUM . . . DEPARTMENT OF ENVIRONMENTAL SERVICES

TO: Board of County Commissioners  
Paul Yarborough

FROM: Charles Ciecko *cc*

DATE: January 29, 1992

SUBJECT: Intergovernmental Agreement - Metro Greenspaces

Please find attached, the required paperwork for Board consideration of an Intergovernmental Agreement with Metro to continue the Greenspaces planning effort.

Last year, the County provided \$16,000 to Metro for tasks 1-8 (see attachment A) outside the urban growth boundary except for national Forest lands.

This agreement provides \$4,000 to have the same tasks completed within the urban growth boundary in Multnomah County. It is likely that this will be the last transfer of funds related to the development of the Greenspaces plan.

Funds to cover the cost of the I.G.A. are currently available in the Park Services budget.

If I can provide additional information, please contact me at 248-5050.

Thank you.

CC:vh

Enclosure

**CONTRACT APPROVAL FORM**

(See Administrative Procedure #2106)

Contract # 3-0201-2

MULTNOMAH COUNTY OREGON

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

<b>CLASS I</b> <input type="checkbox"/> Professional Services under \$10,000	<b>CLASS II</b> <input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<b>CLASS III</b> <input checked="" type="checkbox"/> Intergovernmental Agreement <div style="text-align: center;"> <b>RATIFIED</b>  <b>Multnomah County Board</b>  <b>of Commissioners</b>          C-3 February 20, 1992       </div>
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Contact Person Charles Ciecko Phone 5050 Date 1/15/92Department Environmental Services Division Park Services Bldg/Room 425Description of Contract An Intergovernmental Agreement between Multnomah County and Metro Services District for Phase III of the Metropolitan Greenspaces Program

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

ORS/AR # \_\_\_\_\_ Contractor is ☐ MBE ☐ WBE ☐ QRFContractor Name Mel Muie, MetroMailing Address 2000 SW First Ave.Portland, OR 97201-5398Phone (503) 221-1646

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

Effective Date Upon ExecutionTermination Date 6-30-92Original Contract Amount \$ 4,000Amount of Amendment \$ 4,000

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

**Payment Term**☒ Lump Sum \$ Upon invoice☐ Monthly \$ \_\_\_\_\_☐ Other \$ \_\_\_\_\_☐ Requirements contract - Requisition required.

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

☐ Requirements Not to Exceed \$ \_\_\_\_\_**REQUIRED SIGNATURES:**Department Manager [Signature] Date 2-3-92Purchasing Director [Signature] Date \_\_\_\_\_  
(Class II Contracts Only)County Counsel [Signature] Date 2/9/92County Chair/Sheriff [Signature] Date 2/20/92

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT		\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND	
01.	330	030	5350			6110						
02.												
03.												

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE



INTERGOVERNMENTAL AGREEMENT  
between Multnomah County and the  
Metropolitan Service District

THIS AGREEMENT, made and entered into as of this \_\_\_\_\_ day of \_\_\_\_\_ 1992, by and between MULTNOMAH COUNTY, hereinafter referred to as "County," whose address is 1021 S.W. Fourth Ave., Portland, OR 97204 and the METROPOLITAN SERVICE DISTRICT, hereinafter referred to as "Metro," whose address is 2000 S.W. First Ave., Portland, OR 97201-5398,

WITNESSETH:

WHEREAS, It would be in the public interest for local governments, Metro and the State of Oregon to cooperate and work together in addressing regional park and natural areas issues affecting the Portland metropolitan area; and

WHEREAS, Metro has agreed to conduct an analysis of natural areas within the Metro region (as described in Exhibit A attached hereto), and such information from the analysis will assist Metro in making priorities for natural areas protection and acquisition; and

WHEREAS, The total cost for the natural areas analysis within Metro's boundaries is \$169,809, and Multnomah County's natural areas contribution towards the regional analysis within Metro's boundaries is \$4,000; and

WHEREAS, The County has previously contributed \$16,000 to cover the cost of expanding Tasks 1-8 as outlined in "Attachment A" for those portions of Multnomah County located outside of the Metro boundaries and the Mt. Hood National Forest; and

WHEREAS, The County, the State of Oregon, local governments and Metro are direct beneficiaries of the regional natural areas analysis, and are willing to contribute to the funding of said project, either in cash and/or in-kind contributions; now therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, and under authority of ORS Chapter 190.010 and 190.110, the parties agree as follows:

1. TERM:

The term of this Agreement shall be from \_\_\_\_\_, 1992 to and including June 30, 1992.

2. CONTRIBUTION:

The County agrees to pay FOUR THOUSAND DOLLARS and NO/100ths (\$4,000) to Metro for the regional natural areas analysis.

3. FISCAL AGENT:

Metro shall be the fiscal agent for all entities contributing to the project. Metro shall receive and account for all contributions and expenditures necessary to complete the project.

4. METRO'S PROJECT OFFICER:

Metro's Project Officer is Mel Huie. Metro shall give prompt written notice of any redesignation of its Project Officer.

5. ACCESS TO RECORDS:

The County shall have access to such books, documents, receipts, papers, maps, and records of Metro that are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts.

6. WORK IS PROPERTY OF METRO and the COUNTY:

All work performed under this Agreement for the geographic area covering Multnomah County shall be the property of Metro and the County. Metro will forward a copy of the natural areas analysis report to the County Park Services division by June 30, 1992.

7. METHOD OF PAYMENT:

The County shall pay Metro, no later than June 30, 1992, one lump-sum payment in the amount of \$4,000 upon receipt of a bill from Metro.

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

MULTNOMAH COUNTY

By

Name GLADYS MCCOY

Title MULTNOMAH COUNTY CHAIR

METROPOLITAN SERVICE DISTRICT

By

Name

Title

APPROVED AS TO FORM:

Multnomah County Counsel

John L. DuBay

H:Mul.IGA.mh

January 10, 1991

"A T T A C H M E N T    A"

Summary Scope of Work:  
METROPOLITAN GREENSPACES PROGRAM -  
URBAN NATURAL AREAS ANALYSIS

In 1989, Metro, through its Parks and Natural Areas Advisory Group, initiated a study of natural areas. Phase 1 of that study involved the acquisition of color infrared aerial photography of the region and was performed in May and June, 1989.

In September, 1989, Metro contracted with Portland State University to perform Phase 2, an inventory of the "Natural Areas" within the Metropolitan Service District. The inventory was completed in the Fall, 1990.

Phase 3 of the study focusses on the analysis of the inventory data and has been divided into eight separate tasks; time frame for each task is in reference to date of Last Contract Signature (DLCS):

<u>Time Frame</u>	<u>Task &amp; Cost</u>
30 days after LS	1. Review of the sufficiency of field data for providing a statistically reliable sample of the natural areas in the region (\$6,204).
210 days after LS	2. Updating and maintenance of the database developed in the inventory (\$18,670).
1 May - 15 Jul	3. Performance of additional field surveys, if needed (\$19,142).
225 days after LS	4. Analysis of the natural areas data using numeric and spatial analytical techniques and preparation of maps and graphics (\$46,299).

- - - - -  
- - - - -  
(Time Frame for the Following Items is Contingent on Completion Date of the Above & Funding Date of These Tasks)

5. Identification of additional sets of information that might be used in conjunction with the natural areas data to identify and analyze present and future patterns of natural areas preservation and loss (\$11,328).

6. Analysis of the natural areas data in conjunction with additional data (\$27,071).

7. Identify values of natural areas so that the contributions that they make to the metropolitan region can be effectively defined and evaluated (\$25,668).

8. Development of priorities for the acquisition and preservation of individual natural areas sites (\$15,427).

AMENDMENT #2

INTERGOVERNMENTAL AGREEMENT

between

METROPOLITAN SERVICE DISTRICT

and

STATE OF OREGON

Acting By and Through the State Board of Higher Education  
on Behalf of Portland State University

1. Original Intergovernmental Agreement (#901664-PD) for \$90,315 provided funding for the completion of tasks 1.1 through 4.7 per the approved scope of work (see Attachment "A"). This work is still in progress, and covers the area within the boundaries of the Metropolitan Service District.
2. Amendment #1 provided \$22,479 in funding for completion of Tasks 1.1 through 6.5 as listed in Attachment "A" for the entire geographic area of Multnomah County, except for the Mount Hood National Forest lands.
3. Amendment #2 will complete the original scope of work as outlined in Attachment "A" and at the cost listed in Attachment "B". Specifically, Tasks 5.1 through 8.2 will be completed under this amendment. Total cost of this amendment shall not exceed \$79,494. This amount may be reduced because portions of these tasks may have been completed under Amendment #1. Any reductions in the scope of work or payments to Portland State University must be mutually agreed upon by both parties of the Intergovernmental Agreement.
4. This brings the funding for Intergovernmental Agreement No. 901664-PD to an amount not to exceed \$192,288 (the original IGA, plus the Multnomah County "add-on" which was approved in Amendment #1).
5. The term of this agreement is the date of signature through February 29, 1992.
6. All other requirements and stipulations in the original Intergovernmental Agreement remain valid. A copy of that Intergovernmental Agreement is attached.

State of Oregon Acting By and Through the State Board of Higher Education on Behalf of Portland State University

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

C. William Savery, Vice-Provost for Graduate Studies and Research

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

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

Jay D. Kenton, Director of Business Affairs

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

Metropolitan Service District

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

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

*"Attachment A"*

## Scope of Work:

## URBAN NATURAL AREAS ANALYSIS FOR METROPOLITAN GREENSPACES

I. PROJECT DESCRIPTIONA. Project Summary

This project involves the analysis of remotely sensed and field collected data concerning natural areas in the Portland Metropolitan Service District (Metro) Region. Eight discrete tasks are identified:

1. Review of the sufficiency of previously collected field data for providing a statistically reliable sample of the natural areas in the region;
2. Updating and maintenance of the database developed in the previous inventory phase of this project;
3. Performance of additional field surveys (if needed) in order to provide a sufficiently detailed cross-section of sites in the region;
4. Analysis of the natural areas data using numeric and spatial analytical techniques;
5. Identification of additional sets information that might be used in conjunction with the natural areas data to analyze and identify present and future patterns of natural areas preservation and loss;
6. Analysis of the natural areas data in conjunction with additional data;
7. Define values of natural areas and the contribution that they make to the metropolitan region can be effectively evaluated;
8. Establishment of priorities for the acquisition and preservation of specific natural areas sites.

B. Project Goals and Purpose

In 1989 Metro, through its Parks and Natural Areas Advisory Group, initiated a study of natural areas in the region. Phase 1 of that study involved the acquisition of current color infrared aerial photography of the region and was performed in May and June, 1989.

In September, 1989, Metro contracted with Portland State University to perform Phase 2, an inventory of the "Natural Areas" within the Metropolitan Service District. That inventory was completed in the Fall, 1990 and consisted of aerial photo interpretation and mapping of natural areas, field surveys of more than 100 sites, and entry of the map and field data into an Arc/Info Geographical Information System. The results of Phase 2 will provide the basis for:

1. identifying areas of region-wide importance;
2. developing a short-term strategy for the monitoring and

protection of natural areas;

3. developing a long-term plan for the acquisition, permanent protection and management of natural areas;
4. developing a digital database of natural areas information to serve as a component of Metro's developing RLIS system.
5. providing a set of baseline data from which to monitor and evaluate future changes in natural areas.

Phase 3 of the study focusses on the analysis of the data collected during Phase 2. The analysis will include several elements, including a description and summary of existing conditions in the study area, an evaluation of ecological interactions that relate to habitat quality, an appraisal of the potential impacts on natural areas of future region-wide development, an examination of the ways that adverse impacts might be avoided or mitigated, an identification of general areas where acquisition may be most appropriate, and the generation of ecological guidelines for optimizing management of natural areas within the Metropolitan Service District boundaries.

#### C. Task Descriptions

This project has been divided into eight separate tasks. Initial contracting will not include all tasks and actual contracting for individual tasks will occur as Metro acquires the necessary funds. As additional funds become available, Portland State University will be notified by a contract amendment from Metro to proceed on the additional task(s).

Though the description of the tasks below generally follows the sequence in which they should be performed for logical management of the project, some flexibility in the sequence is possible as the project develops.

### 1. Review Field Data Sufficiency

In order to be able to perform the field survey portion of the inventory at the optimal season (late Spring), the selection of field survey sites had to be made in the early Spring, prior to the entry of the data into the computer mapping system and when there was still only a preliminary understanding of the character and mix of sites. To ensure that the number of field visits provides sufficient detail on the full range of sites for statistical analysis, a review will be performed of the existing field data.

- 1.1 Analyze Field Data. This will deal primarily with whether the number of sites sampled in the field provides a representative sample of the vegetation communities and their geographic distribution with the study area.
- 1.2 Prepare Report. A description of the sufficiency of the data will be included. If the number of surveyed sites is insufficient, the areas and kinds of insufficiency will be detailed and recommendations will be on additional site visits.

### 2. Update Natural Areas Database

The system of field survey data has been designed for ease of update and expansion with additional data. This additional data will likely come from two sources. First, many field personnel from agencies and consultants in the Portland-Vancouver metropolitan region have agreed to use the field data collection forms that were developed for the inventory project. Since they are involved in ongoing project work there is a need to regularly enter their new data into the Natural Areas Database (NAD). Second, there is a great deal of data available in existing studies. However, this data needs to be collated and transferred into the NAD format.

To ensure that both of these sources of data are entered into the database, student personnel will be supervised in the task of maintaining and updating the database. This will provide the mechanism for expanding the database established during the inventory and will ensure that there will be an improved working set of information available for future natural areas planning.

- 2.1 Collect Reports. Local researchers will be contacted and existing reports, studies; and species lists for sites will be collected.
- 2.2 Code Data Sheets. The materials will be read and their data recorded on the data collection forms.
- 2.3 Enter Data. The data derived from the existing studies as well as the data from new forms provided by field workers will be entered into the NAD.
- 2.4 System Maintenance. Recommendations will be made on how to maintain and update the information base for natural areas.



### 3. Field Surveys

This task will use the results from Task 1 to select and survey additional sites.

- 3.1 Identify Survey Sites. Based on the parameters recommended in the Task 1 report, additional sites for field survey will be selected.
- 3.2 Perform Surveys. Field surveys will be performed using the same techniques as in the initial inventory and recorded on the field data collection forms.
- 3.3 Enter Data into NAD. Data from the field forms will be entered into the Natural Areas Database.
- 3.4 Prepare Report. The results of the field survey and the data summarization will be described.

### 4. Develop Natural Areas Maps and Descriptive Statistics

The goal of this portion of the analysis is to identify the key features of the inventoried natural areas data and their spatial characteristics. This analysis will rely heavily on statistical methodology and the spatial data manipulation capabilities of the geographic information system (GIS). These will be used for producing a number of maps and graphics.

- 4.1 Photo Interpreted Data. Preparation of maps and statistics on acreage and number of sites for: (a) all natural areas, (b) each natural area category, (c) connected natural areas, (d) isolated natural areas, (e) sites that are isolated but that have nearby sites and would be usefully connected (i.e., sites that are not now connected but could be connected via one or two acquisitions of property).
- 4.2 Field Survey Data. The field survey provided a number of additional parameters that will be examined. This will involve the preparation of maps and statistics for some selected summary parameters: (a) all surveyed areas, (b) various individual categories.
- 4.3 Indexed Data. This task will explore the development of quantitative indexes for selected parameters of the field survey data, such as diversity of plant and wildlife species, species diversity vs area size, species diversity vs habitat type, and species diversity vs degree of isolation. Such indexes may prove to be important indicators of site quality.
- 4.4 Examine Variation. A key part of the analysis will look at the variation within and between mapped vegetation types. The results of the index development in Task 4.3 will be applied here. The feasibility of extrapolating some of the parameters of the field data to the various photo interpreted sites, then maps and statistics on acreage and number of sites will be prepared for (a) all natural areas, (b) each natural area category, (c)

- connected natural areas, (d) isolated natural areas will be investigated.
- 4.6 Habitat Distribution and Interconnections. An evaluation of the existing spatial relationships of natural areas, identifying areas where connections are in good condition and areas where connections can be enhanced.
  - 4.7 Prepare Report. This report will consist primarily of maps accompanied by descriptive and explanatory text.

#### 5. Identify Additional Data

Among the types of additional data that would be of importance for the natural areas analysis are zoning, population densities, E-zone boundaries, floodplain delineations, wetland delineations, present and projected land uses, transportation plans (including trails and bike paths), utility right-of-ways, severe slope and unstable soils information, aquifer and recharge area delineations, land ownership, stream sub-basins outlines, original land cover, historical patterns of natural area change, and assessed valuation of properties.

Metro's Data Resource Center (DRC) is in the process of developing a Regional Land Information System (RLIS) using the Arc/Info Geographic Information System. Their major task at present is the compilation and entering of data. Much of the data that would be necessary for the natural areas analysis either is or will be included in RLIS and there is no need for this project to duplicate their data collection effort. However, it is essential that the analysis team work closely with the DRC personnel to coordinate the analysis effort with the DRC's compilation effort.

- 5.1 Identify Overall Needs. Determine which data layers would be most useful to analyze in conjunction with the natural areas data and the form of these analyses.
- 5.2 Meet with DRC. Several meetings will be necessary with DRC personnel to determine which data they can provide, the details of that data (age, spatial resolution, attributes, etc.), and its suitability for use with the natural areas data. This will also allow for exploring other sources of data that DRC may be aware of.
- 5.3 Identify Additional Needs. Identify needs for data additional to that to be provided by the DRC or other agencies. Determine the best method of acquiring this additional data, including the possibility of digitization by the analysis team.
- 5.4 Prepare Report. This would include a listing of the data needs, how the various data sets would be employed in subsequent analysis, and the general plan for acquiring the data.

#### 6. Perform Analysis of Combined Data

Analysis of the data in previous tasks has looked simply at

the characteristics of the natural areas data in isolation. One of the major advantages of the GIS approach to storing and manipulating spatial data is that it provides a tool that allows consideration of the data in relation to other data sets. This task will take advantage of that ability to deal with multiple spatial data sets to analyze the data in conjunction with other landscape patterns and will use the data sets identified in Task 5. The level of analysis will be dependent on the amount and types additional information available.

- 6.1 Development Susceptibility. This analysis will attempt to identify the potential susceptibility of natural areas to development, as determined from adjacent land uses and other factors.
- 6.2 Adjacent Land Use Effects. This task will be based on data collected during the field surveys and will assess the possible degree and kinds of impacts resulting from adjacent land uses, especially on items such as corridor integrity, habitat interspersions, isolation of individual natural area patches, effects of alien / invasive species, etc.
- 6.3 Build-out Scenarios. This will explore the relationship between projected population changes, future development, human disturbance, and various natural area protection strategies to identify a "future map" of the area.
- 6.4 Connections. This will explore the connections between already protected natural areas and areas that are not yet protected.
- 6.5 Prepare Report. Overall conclusions regarding the abundance, variety, and condition of urban natural areas will be provided. Probable impacts of future development will be described.

## 7. Define Values of Natural Areas

Following an examination of the various roles, functions and values of natural areas, a conceptual scheme will be developed that focuses on how these functions and values can be maximized in ways compatible with development.

- 7.1 Identification of Natural Areas Values. Through assessment of literature and discussions with planners, biologists and community leaders, the roles, functions and values of natural areas (e.g., habitat, flood control, water quality, aesthetics) will be identified.
- 7.2 Identify Alternatives. Several different systems of natural area protection will be identified, involving different patterns of natural areas and various levels of diversity and sizes.
- 7.3 Evaluate Alternatives. The various systems, representing different levels of natural area preservation, will be evaluated using existing information on costs and

compatibility with land use plans available through RLIS.

- 7.4 Prepare Report. The natural areas values will be discussed and the advantages and disadvantages of each alternative will be summarized.

#### 8. Establish Acquisition Priorities

Working within the framework of developing the general system identified in Task 7, criteria for prioritizing acquisition will be developed.

- 8.1 Develop Evaluation Criteria. Evaluation criteria for individual sites will be developed, incorporating the values identified in Task 7.
- 8.2 Prepare Report. This will present and discuss the criteria developed.

## II. UPDATES AND BRIEFINGS

Metro will be provided with progress reports on a regular basis, both in the form of written status reports and verbal briefings.

### A. Personnel

Principal Investigator for the contractor will be Joseph Poracsky, Associate Professor of Geography, Portland State University. In addition to overall project supervision, he will have direct responsibility for the GIS and mapping tasks. Work on these areas will be performed by students at PSU.

Lynn Sharp and Esther Lev, Environmental Consultants, will be assisting in various aspects of the project and will have primary responsibility for the biological aspects.

Primary Metro contacts will be personnel from the Planning and Development Department, Richard Carson (Director), Patrick Lee (Regional Planning Supervisor), and Mel Huie (Senior Planner.)

### B. Coordination with Metropolitan Wildlife Refuge System

The goals of this project closely relate to the efforts of the Audubon Society of Portland to establish a Metropolitan Wildlife Refuge System in the Portland-Vancouver region. Successful completion of the aerial photo acquisition required for this project was the result of a cooperative effort with Portland Audubon and their assistance was invaluable in the completion of the inventory. It is anticipated that work on this analysis will continue to be coordinated with the Audubon Society's efforts surrounding the Refuge System.

### C. Schedule of Progress Reports

On the 15th of each month Metro will receive a memo describing progress to date, significant problems / questions encountered, and anticipated progress over the next one month period. At the completion of each major task there will be a detailed briefing of the Metro Staff.

## III. PROJECT PRODUCTS

Metro will provide a set of 1 inch = 2,000 foot aerial photos to PSU for use during the various stages of the project.

PSU will provide to Metro the following products:

### 1. Report and Recommendations on Data Sufficiency

A written report will be prepared that describes the sufficiency and/or the shortcomings of the collected field data and identifying what additional data, if any, needs to be collected.

### 2. Updated Database

As it is compiled and coded from existing sources or as it is

provided by ongoing field work, data will be entered into the existing database and delivered to Metro.

3. Report on Summary on Additional Field Surveys

(Note: this will only be provided if additional field surveys are deemed necessary and are performed.) A report will be prepared which summarizes the results of the additional surveys.

4. Report on Descriptive Characteristics of Natural Areas Data

A report will be prepared that describes the patterns and characteristics identified within the natural areas data.

5. Report on Additional Data

This report will detail the other types of data that should be utilized in combination with the natural areas data and the ways in which it should be employed.

6. Report on Spatial Analysis of Natural Areas

This will describe potential impacts of interaction between natural areas and other landscape features and processes, with the goal of detailing future patterns of natural areas that are likely to result from these interactions.

7. Report on Values of Natural Areas

The key values of natural areas will be discussed and a final system of natural areas proposed.

8. Report on Acquisition Priorities for Natural Areas

This will discuss the general areas and criteria for natural areas acquisition within the context of an integrated system.

IV. COMPENSATION SUMMARY

Portland State will enter into this price and performance contract on a task-by-task basis. Each task or group of tasks will require a written agreement between the two parties stipulating the fixed price cost for each task in question, the period of service for completing the task(s), and directing Portland State to proceed on a specific task or tasks.

Payment shall be made for each task upon the delivery to Metro of the final product(s) identified for that task and the receipt of an invoice from Portland State University.

Meeting Date: FEB 20 1992

Agenda No.: R-1

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Resolution Approving FY 1992-93 Budget for Assessment & Taxation

BCC Informal 2-18-92 BCC Formal 2-20-92  
(date) (date)

DEPARTMENT Environmental Services DIVISION Assessment & Taxation

CONTACT Janice Druian TELEPHONE 248-3345

PERSON(S) MAKING PRESENTATION Janice Druian and Paul Yarborough

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 30 minutes

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

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

HB 2338, passed during the 1989 Legislative Session, requires counties to submit their Assessment & Taxation budget for review by the Department of Revenue no later than March 2, 1992. The budget must be approved by the Board of County Commissioners prior to submission to the DOR in order for the county to be able to share in the statewide "grant" revenue pool.

2/20/92 copies of 92-29 to Janice  
Druian and Mark Murray - and 1992  
Grant Details Instructions DOR Booklet  
2/25/92 copies of all to Paul Yarborough  
(If space is inadequate, please use other side)

SIGNATURES:

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

Or

DEPARTMENT MANAGER

Paul Yarborough / [Signature]

(All accompanying documents must have required signatures)

1992 FEB 1 PM 2:37  
MULTI-COUNTY  
CLERK OF COUNTY COMMISSIONERS  
OREGON



# MULTNOMAH COUNTY OREGON

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

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

TO: Board of County Commissioners

FROM: Paul Yarborough

DATE: February 7, 1992

SUBJECT: A&T GRANT BUDGET (FY 1992/93)

On Thursday, February 20th, you will be asked to approve the FY 1992/93 budget for the Division of Assessment and Taxation. As you remember, we are required to submit the A & T budget to the Department of Revenue under legislation imposed by HB 2338.

That legislation took Assessment and Taxation out of the county's normal budget cycle. Under HB 2338, the Board of County Commissioners must certify the total expenditures for the tax appraisal and collection functions prior to March 2nd. The approved budget is then reviewed by the DOR which determines if the budget is sufficient to bring the county into compliance with statutory mandates and DOR regulations.

HB 2338 established a funding mechanism for the tax appraisal and collection system in the State of Oregon. Counties share in a statewide "grant" pool created by an increase in the delinquent tax rate (increased from 12% to 16%) and from a \$20 per transaction real estate transfer fee. In FY 1991/92 Multnomah County will receive approximately \$2.1 million from this statewide pool to supplement the A&T budget.

Attached for your review is the Assessment & Taxation "Net General Fund Cost." We have identified areas where there were significant budget changes.

As in past years the grant encompasses some areas not under A&T administration. Tax Title is in this category, as are the costs associated with the development of appraisal/tax collection and distribution. In the County budget this expense is shown as part of the Data Processing Special Appropriations fund. However, for purposes of the state "grant" process we must include it with the A&T budget to show the overall cost of performing those functions.



Not included in this grant document are two A&T sections--Licenses and Recording--they are not covered under HB 2338 and consequently not approved by the DOR.

We are projecting Multnomah County's share of the statewide revenue pool to be approximately 21% of the total budget that is certified by the DOR. This figure is drawn from our past two years experience.

We are including an overall summary of the total budget request included in the Property Tax Program as well as summary pages for the individual sections within that program.

We will provide you with a complete, detail budget request later in the week. In addition, you will have an opportunity to direct questions to A&T staff regarding the assumptions which went into preparing this budget request at an informal briefing on Tuesday, February 11th.

Should you have any questions or concerns regarding any of this information, please do not hesitate to contact me.

cc: Betsy Williams  
Janice Druian  
Jim Munz  
Dave Warren/Mark Campbell

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

In the Matter of Certifying )  
an Estimate of Expenditures )  
for the FY 1992-93 Property )  
Tax Program in Accordance )  
with HB 2338 )

RESOLUTION

92-29

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

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

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

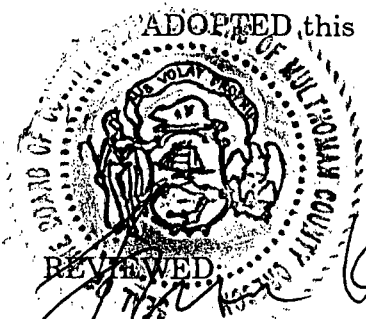
WHEREAS, HB 2338 created a statewide revenue pool to help offset the additional costs of being in full compliance with Department of Revenue regulations; and

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

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

NOW THEREFORE BE IT RESOLVED that the attached estimate of expenditures for the fiscal year 1992-93 Property Tax Program for the County of Multnomah is certified for filing with the Department of Revenue as required by HB 2338.

ADOPTED this 20th day of February, 1992.



*Gladys McCoy*  
Gladys McCoy, Chair  
Board of County Commissioners  
Multnomah County, Oregon

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

MULTNOMAH COUNTY

EXPENDITURES FOR:	VALUATION	RECORDS ASSESSMENT	BOARDS OF EQUALIZATION	TAX COLLECTION & DISTRIBUTION	CADASTRAL MAPPING	DATA PROCESSING	TOTAL
1. Personal Services *1	4,050,575	790,928	88,575	1,149,748		470,382	6,550,209
2. Materials & Service*1	475,352	359,457	86,919	699,334		2,306,463 A	3,927,524
3. Cost of Transportat*2 (Do Not Include in Materials & Services or Capital Outlay)	100,969	890	162	7,225		1,440	110,686
4. Capital Outlay (Do Not Include in Materials & Services)	350	4,600	0	3,500		76,732 *3	85,182
5. TOTAL	4,627,246	1,155,875	175,656	1,859,807	0	2,855,018	10,673,601

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

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

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

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

\*3 Data Processing And Capital Outlay Includes Personal Services And Materials & Services For All New Data Processing Development And All Data Processing 4

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

5 Specify The Method Used To Determine Indirect Costs:

☒ Percent Amount Approved By A Federal Granting Agency.

\_\_\_\_\_ .0399% of \_\_\_\_\_ 10,182,151  
(INCLUDED IN TOTALS ABOVE)

☐ 5 Percent of Total Direct Expenditures Less Capital Outlay.

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

\*6 Total Eligible For Grant \_\_\_\_\_ \$10,673,601

7 Total Expenditures Certified For Consideration In Grant  
(Total of 5 and 6) \_\_\_\_\_ \$10,673,601

A: Cost of System Project is 882,800 & may need to be reflected in Capital (G.4) instead of Materials & Services. (F3)

## BUD 1

BUDGET REQUEST	AGENCY DGS  LGFS CODE	ORGANIZATION A & T (Less LI&RG+BOE+TAXT)		PREPARED BY CAL SMITH	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	ALL A & T	01/30/92 BUD92BB.WK3
OBJECT DETAIL		CURRENT BUDGET 91-92	REQUEST BUDGET 92-93	NET DIFF	
5100 PERMANENT		4,101,962	4,378,287	276,325	
5200 TEMPORARY		90,785	113,936	23,151	
5300 OVERTIME		2,000	2,000	0	
5400 PREMIUM PAY		7,691	6,091	(1,600)	
5500 FRINGE		1,129,539	1,210,890	81,351	
DIRECT PERSONAL SERVICES		5,331,977	5,711,537	379,560	
5550 INS BENEFITS		709,778	839,004	129,226	
PERSONAL SERVICES		6,041,755	6,550,209	508,454	
6050 COUNTY SUPPLEMENTS		0	0	0	
6060 PASS THROUGH PAYMENTS		0	0	0	
6110 PROFESSIONAL SERVICES		279,802	308,948	29,146	
6120 PRINTING		44,050	49,500	5,450	
6130 UTILITIES		2,200	2,500	300	
6140 COMMUNICATIONS		500	500	0	
6170 RENTALS		12,160	15,661	3,501	
6180 REPAIRS & MAINTENANCE		136,950	236,325	99,375	
6190 MAINTENANCE CONTRACTS		111,845	100,720	(11,125)	
6200 POSTAGE (See 7560)		0	0	0	
6230 SUPPLIES		92,799	107,464	14,665	
6270 FOOD		250	250	0	
6310 EDUCATION & TRAINING		94,016	71,321	(22,695)	
6330 TRAVEL		69,947	69,077	(870)	
6520 INSURANCE		0	0	0	
6530 EXTERNAL DATA PROCESSING		2,200	1,000	(1,200)	
6550 DRUGS		0	0	0	
6580 CLAIMS PAID		0	0	0	
6590 JUDGEMENTS		0	0	0	
6610 AWARDS & PREMIUMS		0	0	0	
6620 DUES & SUBSCRIPTIONS		4,400	4,900	500	
7810 DEBT RETIREMENT		0	0	0	
7820 INTEREST		0	0	0	
DIRECT MATERIALS AND SERVICES		851,119	968,166	117,047	
7100 INDIRECT COSTS(at .0399 of PER, M&S,7xxx)		0	406,268	406,268	
7150 TELEPHONE		70,340	76,217	5,877	
7200 DATA PROC SERVICES		1,851,456	1,990,784	139,328	
7300 MOTOR POOL SERVICES		32,372	41,609	9,237	
7400 BLDG. MGT. SERVICES		251,328	269,240	17,912	
7500 OTHER INT. SERVICES		78,500	74,100	(4,400)	
7560 DISTRIBUTION/POSTAGE		219,409	211,826	(7,583)	
INTERNAL SVC. REIMBURSEMENTS		2,503,405	3,070,044	566,639	
TOTAL MATERIAL/SERVICES		3,354,524	4,038,210	683,686	
8100 LAND		0	0	0	
8200 BUILDINGS		0	0	0	
8300 OTHER IMPROVEMENTS		30,000	0	(30,000)	
8400 EQUIPMENT		119,042	85,182	(33,860)	
CAPITAL OUTLAY		149,042	85,182	(63,860)	
DIRECT BUDGET		6,295,118	6,759,935	464,817	
TOTAL BUDGET		9,545,321	10,673,601	1,128,280	

## BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION A & T ADMINISTRATION		PREPARED BY NITA LOMAX	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7565	01/30/92
OBJECT DETAIL		CURRENT BUDGET 1991-92	BUDGET REQUEST 1992-93	NET DIFF	
5100 PERMANENT		115,735	123,093	7,358	
5200 TEMPORARY		1,330	1,330	0	
5300 OVERTIME		0	0	0	
5400 PREMIUM PAY		1,200	1,200	0	
5500 FRINGE		31,248	32,805	1,557	
DIRECT PERSONAL SERVICES		149,513	158,428	8,915	
5550 INS BENEFITS		12,813	14,664	1,851	
PERSONAL SERVICES		162,326	173,092	10,766	
6050 COUNTY SUPPLEMENTS				0	
6060 PASS THROUGH PAYMENTS				0	
6110 PROFESSIONAL SERVICES		6,860	6,860	0	
6120 PRINTING		5,000	5,000	0	
6130 UTILITIES				0	
6140 COMMUNICATIONS		0	0	0	
6170 RENTALS		0	0	0	
6180 REPAIRS & MAINTENANCE		1,000	1,000	0	
6190 MAINTENANCE CONTRACTS		0	0	0	
6200 POSTAGE (see 7560)		0	0	0	
6230 SUPPLIES		11,000	11,000	0	
6270 FOOD		250	250	0	
6310 EDUCATION & TRAINING		18,963	22,838	3,875	
6330 TRAVEL		1,980	1,900	(80)	
6520 INSURANCE				0	
6530 EXTERNAL DATA PROCESSING		0	0	0	
6550 DRUGS				0	
6580 CLAIMS PAID				0	
6590 JUDGEMENTS				0	
6610 AWARDS & PREMIUMS				0	
6620 DUES & SUBSCRIPTIONS		4,000	4,400	400	
7810 DEBT RETIREMENT				0	
7820 INTEREST				0	
DIRECT MATERIALS AND SERVICES		49,053	53,248	4,195	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)			10,443	10,443	
7150 TELEPHONE		3,743	3,744	1	
7200 DATA PROC SERVICES		0	0	0	
7300 MOTOR POOL SERVICES		1,229	1,229	0	
7400 BLDG. MGT. SERVICES		13908	13992	84	
7500 OTHER INT. SERVICES		0	0	0	
7560 DISTRIBUTION/POSTAGE		16,426	16,426	0	
INTERNAL SVC. REIMBURSEMENTS		35,306	45,834	10,528	
TOTAL MATERIAL/SERVICES		84,359	99,082	14,723	
8100 LAND				0	
8200 BUILDINGS				0	
8300 OTHER IMPROVEMENTS		0	0	0	
8400 EQUIPMENT		350	350	0	
CAPITAL OUTLAY		350	350	0	
DIRECT BUDGET		198,566	211,676	13,110	
TOTAL BUDGET		247,035	272,525	25,489	

## BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION	PREPARED BY		
		A & T TECHNICAL SUPPORT	JOHN RILES		
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7566	01/30/92
OBJECT DETAIL		CURRENT BUDGET 1991-92	REQUEST 1992-93	NET DIFF	
5100 PERMANENT		288,253	306,845	18,592	
5200 TEMPORARY		11,264	11,692	428	
5300 OVERTIME		2,000	2,000	0	
5400 PREMIUM PAY		4,291	4,291	0	
5500 FRINGE		82,568	88,093	5,525	
DIRECT PERSONAL SERVICES		388,376	412,921	24,545	
5550 INS BENEFITS		44,708	57,461	12,753	
PERSONAL SERVICES		433,084	470,382	37,298	
6050 COUNTY SUPPLEMENTS				0	
6060 PASS THROUGH PAYMENTS				0	
6110 PROFESSIONAL SERVICES		35,774	58,200	22,426	
6120 PRINTING				0	
6130 UTILITIES				0	
6140 COMMUNICATIONS		0	0	0	
6170 RENTALS		0	0	0	
6180 REPAIRS & MAINTENANCE		14,200	23,075	8,875	
6190 MAINTENANCE CONTRACTS		34,586	32,461	(2,125)	
6200 POSTAGE (Sec 7560)		0	0	0	
6230 SUPPLIES		34,273	48,438	14,165	
6270 FOOD				0	
6310 EDUCATION & TRAINING		34,570	16,530	(18,040)	
6330 TRAVEL		1,440	1,360	(80)	
6520 INSURANCE				0	
6530 EXTERNAL DATA PROCESSING		1,200	0	(1,200)	
6550 DRUGS				0	
6580 CLAIMS PAID				0	
6590 JUDGEMENTS				0	
6610 AWARDS & PREMIUMS				0	
6620 DUES & SUBSCRIPTIONS		400	0	(400)	
7810 DEBT RETIREMENT				0	
7820 INTEREST				0	
DIRECT MATERIALS AND SERVICES		156,443	180,064	23,621	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)			71,377	71,377	
7150 TELEPHONE		7,387	8,062	675	
7200 DATA PROC SERVICES		991,456	1,107,984	116,528	
7300 MOTOR POOL SERVICES		80	80	0	
7400 BLDG. MGT. SERVICES		19728	21313	1,585	
7500 OTHER INT. SERVICES		0	0	0	
7560 DISTRIBUTION/POSTAGE		1,000	1,000	0	
INTERNAL SVC. REIMBURSEMENTS		1,019,651	1,209,816	190,165	
TOTAL MATERIAL/SERVICES		1,176,094	1,389,880	213,786	
8100 LAND				0	
8200 BUILDINGS				0	
8300 OTHER IMPROVEMENTS				0	
8400 EQUIPMENT		99,382	76,732	(22,650)	
CAPITAL OUTLAY		99,382	76,732	(22,650)	
DIRECT BUDGET		644,201	669,717	25,516	
TOTAL BUDGET		1,708,560	1,936,994	228,434	

## BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION	PREPARED BY		
		A & T RECORDS MANAGEMENT		JAMES CZMOWSKI	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7570	01/29/92
OBJECT DETAIL		CURRENT BUDGET 1991-92	1992-93 REQUEST		
5100 PERMANENT		514,222	536,174	21,952	
5200 TEMPORARY		5,500	6,420	920	
5300 OVERTIME		0	0	0	
5400 PREMIUM PAY		1,600	0	(1,600)	
5500 FRINGE		140,757	145,925	5,168	
DIRECT PERSONAL SERVICES		662,079	688,519	26,440	
5550 INS BENEFITS		89,280	102,409	13,129	
PERSONAL SERVICES		751,359	790,928	39,569	
6050 COUNTY SUPPLEMENTS		0	0	0	
6060 PASS THROUGH PAYMENTS		0	0	0	
6110 PROFESSIONAL SERVICES		136,416	139,200	2,784	
6120 PRINTING		8,000	8,000	0	
6130 UTILITIES		0	0	0	
6140 COMMUNICATIONS		0	0	0	
6170 RENTALS		9,660	13,161	3,501	
6180 REPAIRS & MAINTENANCE		6,000	6,000	0	
6190 MAINTENANCE CONTRACTS		50,759	50,759	0	
6200 POSTAGE (SEE 7560)		0	0	0	
6230 SUPPLIES		22,801	23,101	300	
6270 FOOD		0	0	0	
6310 EDUCATION & TRAINING		7,076	2,850	(4,226)	
6330 TRAVEL		1,040	890	(150)	
6520 INSURANCE		0	0	0	
6530 EXTERNAL DATA PROCESSING		1,000	1,000	0	
6550 DRUGS		0	0	0	
6580 CLAIMS PAID		0	0	0	
6590 JUDGEMENTS		0	0	0	
6610 AWARDS & PREMIUMS		0	0	0	
6620 DUES & SUBSCRIPTIONS		0	0	0	
7810 DEBT RETIREMENT		0	0	0	
7820 INTEREST		0	0	0	
DIRECT MATERIALS AND SERVICES		242,752	244,961	2,209	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)		0	44,173	44,173	
7150 TELEPHONE		9,604	9,692	88	
7200 DATA PROC SERVICES		0	0	0	
7300 MOTOR POOL SERVICES		0	0	0	
7400 BLDG. MGT. SERVICES		56172	58520	2,348	
7500 OTHER INT. SERVICES		0	0	0	
7560 DISTRIBUTION/POSTAGE		2,602	3,000	398	
INTERNAL SVC. REIMBURSEMENTS		68,378	115,386	47,007	
TOTAL MATERIAL/SERVICES		311,130	360,347	49,216	
8100 LAND		0	0	0	
8200 BUILDINGS		0	0	0	
8300 OTHER IMPROVEMENTS		0	0	0	
8400 EQUIPMENT		5,810	4,600	(1,210)	
CAPITAL OUTLAY		5,810	4,600	(1,210)	
DIRECT BUDGET		904,831	933,480	28,649	
TOTAL BUDGET		1,068,299	1,155,875	87,576	

## BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION A & T APPRAISAL		PREPARED BY ROBERT ELLIS	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7580	01/29/92
OBJECT DETAIL		CURRENT BUDGET 1991-92	1992-93 REQUEST		DIFF
5100 PERMANENT		2,459,057	2,621,075		162,018
5200 TEMPORARY		21,917	35,856		13,939
5300 OVERTIME		0	0		0
5400 PREMIUM PAY		600	600		0
5500 FRINGE		670,025	720,599		50,574
DIRECT PERSONAL SERVICES		3,151,599	3,378,130		226,531
5550 INS BENEFITS		421,528	499,353		77,825
PERSONAL SERVICES		3,573,127	3,877,483		304,356
6050 COUNTY SUPPLEMENTS					0
6060 PASS THROUGH PAYMENTS					0
6110 PROFESSIONAL SERVICES		2,940	3,000		60
6120 PRINTING		14,000	14,000		0
6130 UTILITIES					0
6140 COMMUNICATIONS		500	500		0
6170 RENTALS		0	0		0
6180 REPAIRS & MAINTENANCE		4,300	4,300		0
6190 MAINTENANCE CONTRACTS		500	500		0
6200 POSTAGE (Sec 7560)		0	0		0
6230 SUPPLIES		16,000	16,000		0
6270 FOOD					0
6310 EDUCATION & TRAINING		28,984	25,030		(3,954)
6330 TRAVEL		63,520	63,040		(480)
6520 INSURANCE					0
6530 EXTERNAL DATA PROCESSING					0
6550 DRUGS					0
6580 CLAIMS PAID					0
6590 JUDGEMENTS					0
6610 AWARDS & PREMIUMS					0
6620 DUES & SUBSCRIPTIONS		0	0		0
7810 DEBT RETIREMENT					0
7820 INTEREST					0
DIRECT MATERIALS AND SERVICES		130,744	126,370		(4,374)
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)			167,087		167,087
7150 TELEPHONE		31,370	34,586		3,216
7200 DATA PROC SERVICES					0
7300 MOTOR POOL SERVICES		7,200	34,800		27,600
7400 BLDG. MGT. SERVICES		87780	94096		6,316
7500 OTHER INT. SERVICES					0
7560 DISTRIBUTION/POSTAGE		38,031	20,300		(17,731)
INTERNAL SVC. REIMBURSEMENTS		164,381	350,869		186,488
TOTAL MATERIAL/SERVICES		295,125	477,239		182,114
8100 LAND					0
8200 BUILDINGS					0
8300 OTHER IMPROVEMENTS					0
8400 EQUIPMENT					0
CAPITAL OUTLAY		0	0		0
DIRECT BUDGET		3,282,343	3,504,500		222,157
TOTAL BUDGET		3,868,252	4,354,722		486,470



## BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION A&T TAX COLLECTION		PREPARED BY KATHY TUNEBCRG	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7630	01/29/92
OBJECT DETAIL		CURRENT BUDGET 1991-92	BUDGET REQUEST 1992-93	NET DIFF	
5100 PERMANENT		570,154	627,948	57,794	
5200 TEMPORARY		27,555	32,892	5,337	
5300 OVERTIME				0	
5400 PREMIUM PAY				0	
5500 FRINGE		161,381	179,220	17,838	
<b>DIRECT PERSONAL SERVICES</b>		759,090	840,060	80,969	
5550 INS BENEFITS		108,189	131,043	22,854	
<b>PERSONAL SERVICES</b>		867,279	971,103	103,823	
6050 COUNTY SUPPLEMENTS				0	
6060 PASS THROUGH PAYMENTS				0	
6110 PROFESSIONAL SERVICES		27,440	29,040	1,600	
6120 PRINTING		14,500	17,500	3,000	
6130 UTILITIES				0	
6140 COMMUNICATIONS				0	
6170 RENTALS		2,500	2,500	0	
6180 REPAIRS & MAINTENANCE		1,250	1,550	300	
6190 MAINTENANCE CONTRACTS		26,000	17,000	(9,000)	
6200 POSTAGE (See 7560)		0	0	0	
6230 SUPPLIES		6,725	6,725	0	
6270 FOOD				0	
6310 EDUCATION & TRAINING		4,223	3,623	(600)	
6330 TRAVEL		1,055	975	(80)	
6520 INSURANCE				0	
6530 EXTERNAL DATA PROCESSING				0	
6550 DRUGS				0	
6580 CLAIMS PAID				0	
6590 JUDGEMENTS				0	
6610 AWARDS & PREMIUMS				0	
6620 DUES & SUBSCRIPTIONS				0	
7810 DEBT RETIREMENT				0	
7820 INTEREST				0	
<b>DIRECT MATERIALS AND SERVICES</b>		83,693	78,913	(4,780)	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)			54,506	54,506	
7150 TELEPHONE		13,586	15,412	1,826	
7200 DATA PROC SERVICES		0	0	0	
7300 MOTOR POOL SERVICES		500	500	0	
7400 BLDG. MGT. SERVICES		73740	77447	3,707	
7500 OTHER INT. SERVICES		78,500	74,100	(4,400)	
7560 DISTRIBUTION/POSTAGE		140,457	148,600	8,143	
<b>INTERNAL SVC. REIMBURSEMENTS</b>		306,783	370,565	63,782	
<b>TOTAL MATERIAL/SERVICES</b>		390,476	449,478	59,002	
8100 LAND				0	
8200 BUILDINGS				0	
8300 OTHER IMPROVEMENTS				0	
8400 EQUIPMENT		8,000	3,500	(4,500)	
<b>CAPITAL OUTLAY</b>		8,000	3,500	(4,500)	
<b>DIRECT BUDGET</b>		850,783	922,473	71,689	
<b>TOTAL BUDGET</b>		1,265,755	1,424,081	158,326	

## BUD 1

BUDGET REQUEST	AGENCY DGS  LGFS CODE	ORGANIZATION A & T SYSTEMS PROJECT		PREPARED BY JOHN RILES	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	9481	01/29/92
OBJECT DETAIL		CURRENT BUDGET	BUDGET REQUEST	NET DIFF	
5100 PERMANENT					
5200 TEMPORARY					
5300 OVERTIME					
5400 PREMIUM PAY					
5500 FRINGE					
DIRECT PERSONAL SERVICES					
5550 INS BENEFITS					
PERSONAL SERVICES					
6050 COUNTY SUPPLEMENTS					
6060 PASS THROUGH PAYMENTS					
6110 PROFESSIONAL SERVICES					
6120 PRINTING					
6130 UTILITIES					
6140 COMMUNICATIONS					
6170 RENTALS					
6180 REPAIRS & MAINTENANCE					
6190 MAINTENANCE CONTRACTS					
6200 POSTAGE					
6230 SUPPLIES					
6270 FOOD					
6310 EDUCATION & TRAINING					
6330 TRAVEL					
6520 INSURANCE					
6530 EXTERNAL DATA PROCESSING					
6550 DRUGS					
6580 CLAIMS PAID					
6590 JUDGEMENTS					
6610 AWARDS & PREMIUMS					
6620 DUES & SUBSCRIPTIONS					
7810 DEBT RETIREMENT					
7820 INTEREST					
DIRECT MATERIALS AND SERVICES					
7100 INDIRECT COSTS(at .0399 of PER, M&S,7xxx)			35,224	35,224	
7150 TELEPHONE					
7200 DATA PROC SERVICES		860,000	882,800	22,800	
7300 MOTOR POOL SERVICES					
7400 BLDG. MGT. SERVICES					
7500 OTHER INT. SERVICES					
7560 DISTRIBUTION/POSTAGE					
INTERNAL SVC. REIMBURSEMENTS		860,000	918,024	58,024	
TOTAL MATERIAL/SERVICES		860,000	918,024	58,024	
8100 LAND					
8200 BUILDINGS					
8300 OTHER IMPROVEMENTS					
8400 EQUIPMENT					
CAPITAL OUTLAY					
DIRECT BUDGET		0	0	0	
TOTAL BUDGET		860,000	918,024	58,024	

## BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION Board Of Equalization		PREPARED BY CAL SMITH	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7690	01/30/92
OBJECT DETAIL		CURRENT BUDGET 91-92	BUDGET REQUEST 92-93	NET DIFF	
5100 PERMANENT		40,581	44,786	4,205	
5200 TEMPORARY		23,219	25,746	2,527	
5300 OVERTIME		0		0	
5400 PREMIUM PAY		0		0	
5500 FRINGE		12,790	12,146	(644)	
<b>DIRECT PERSONAL SERVICES</b>		76,590	82,678	6,088	
5550 INS BENEFITS		6,030	5,897	(133)	
<b>PERSONAL SERVICES</b>		82,620	88,575	5,955	
6050 COUNTY SUPPLEMENTS		0		0	
6060 PASS THROUGH PAYMENTS		0		0	
6110 PROFESSIONAL SERVICES		49,372	52,648	3,276	
6120 PRINTING		2,550	4,000	1,450	
6130 UTILITIES		0		0	
6140 COMMUNICATIONS		0		0	
6170 RENTALS		0		0	
6180 REPAIRS & MAINTENANCE		200	400	200	
6190 MAINTENANCE CONTRACTS		0		0	
6200 POSTAGE (Sec 7560)		0	0	0	
6230 SUPPLIES		1,000	1,200	200	
6270 FOOD		0		0	
6310 EDUCATION & TRAINING		200	450	250	
6330 TRAVEL		162	162	0	
6520 INSURANCE		0		0	
6530 EXTERNAL DATA PROCESSING		0		0	
6550 DRUGS		0		0	
6580 CLAIMS PAID		0		0	
6590 JUDGEMENTS		0		0	
6610 AWARDS & PREMIUMS		0		0	
6620 DUES & SUBSCRIPTIONS		0		0	
7810 DEBT RETIREMENT		0		0	
7820 INTEREST		0		0	
<b>DIRECT MATERIALS AND SERVICES</b>		53,484	58,860	5,376	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)		0	6,740	6,740	
7150 TELEPHONE		2,400	2,221	(179)	
7200 DATA PROC SERVICES		0	0	0	
7300 MOTOR POOL SERVICES		0	0	0	
7400 BLDG. MGT. SERVICES (1333 sq ft @ 1.32)		0	1760	1,760	
7500 OTHER INT. SERVICES		0	0	0	
7560 DISTRIBUTION/POSTAGE		16,253	17,500	1,247	
<b>INTERNAL SVC. REIMBURSEMENTS</b>		18,653	28,221	9,568	
<b>TOTAL MATERIAL/SERVICES</b>		72,137	87,081	14,944	
8100 LAND		0		0	
8200 BUILDINGS		0		0	
8300 OTHER IMPROVEMENTS		0	0	0	
8400 EQUIPMENT		0	0	0	
<b>CAPITAL OUTLAY</b>		0	0	0	
<b>DIRECT BUDGET</b>		130,074	141,538	11,464	
<b>TOTAL BUDGET</b>		154,757	175,656	20,899	

## BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION Tax Title		PREPARED BY CAL SMITH	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	5655	01/30/92 BUD92TAX.WK3
OBJECT DETAIL		CURRENT BUDGET 1991-92	1992-93 BUDGET	NET DIFF	
5100 PERMANENT		113,960	118,366	4,406	
5200 TEMPORARY		0	0	0	
5300 OVERTIME		0	0	0	
5400 PREMIUM PAY		0	0	0	
5500 FRINGE		30,769	32,101	1,332	
DIRECT PERSONAL SERVICES		144,729	150,800	6,071	
5550 INS BENEFITS		27,230	28,177	947	
PERSONAL SERVICES		171,959	178,645	6,686	
6050 COUNTY SUPPLEMENTS		0	0	0	
6060 PASS THROUGH PAYMENTS		0	0	0	
6110 PROFESSIONAL SERVICES		21,000	20,000	(1,000)	
6120 PRINTING		0	1,000	1,000	
6130 UTILITIES		2,200	2,500	300	
6140 COMMUNICATIONS		0	0	0	
6170 RENTALS		0	0	0	
6180 REPAIRS & MAINTENANCE		110,000	200,000	90,000	
6190 MAINTENANCE CONTRACTS		0	0	0	
6200 POSTAGE (See 7560)		0	0	0	
6230 SUPPLIES		1,000	1,000	0	
6270 FOOD		0	0	0	
6310 EDUCATION & TRAINING		0	0	0	
6330 TRAVEL		750	750	0	
6520 INSURANCE		0	0	0	
6530 EXTERNAL DATA PROCESSING		0	0	0	
6550 DRUGS		0	0	0	
6580 CLAIMS PAID		0	0	0	
6590 JUDGEMENTS		0	0	0	
6610 AWARDS & PREMIUMS		0	0	0	
6620 DUES & SUBSCRIPTIONS		0	500	500	
7810 DEBT RETIREMENT		0	0	0	
7820 INTEREST		0	0	0	
DIRECT MATERIALS AND SERVICES		134,950	225,750	90,800	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)		0	16,718	16,718	
7150 TELEPHONE		2,250	2,500	250	
7200 DATA PROC SERVICES		0	0	0	
7300 MOTOR POOL SERVICES		23,363	5,000	(18,363)	
7400 BLDG. MGT. SERVICES (1600 sq ft @ 1.32)		0	2112	2,112	
7500 OTHER INT. SERVICES		0	0	0	
7560 DISTRIBUTION/POSTAGE		4,640	5,000	360	
INTERNAL SVC. REIMBURSEMENTS		30,253	31,330	1,077	
TOTAL MATERIAL/SERVICES		165,203	257,080	91,877	
8100 LAND		0	0	0	
8200 BUILDINGS		0	0	0	
8300 OTHER IMPROVEMENTS		30,000	0	(30,000)	
8400 EQUIPMENT		5,500	0	(5,500)	
CAPITAL OUTLAY		35,500	0	(35,500)	
DIRECT BUDGET		284,319	376,550	92,231	
TOTAL BUDGET		372,662	435,725	63,063	

DIVISION OF ASSESSMENT & TAXATION  
Proposed FY 92-93 DOR Grant Budget

Net General Fund Cost

07-Feb-92

PROGRAM EXPENDITURES	1991-92 Adopted	1992-93 Proposed	Increase/ (Decrease)	% Change	Amt Changes Funded by Grant
<u>Organization/Section</u>					
A&T Administration	247,037	272,525	25,488	10.32%	
Technical Support	717,104	829,010	111,906	15.61%	
Records Management	1,068,299	1,155,875	87,576	8.20%	
Appraisal	3,868,252	4,354,722	486,470	12.58%	
Tax Collection/Info	<u>1,265,756</u>	<u>1,424,081</u>	<u>158,325</u>	12.51%	
<b>SUB-TOTAL A&amp;T</b>	<b>7,166,448</b>	<b>8,036,213</b>	<b>869,765</b>	<b>12.14%</b>	
DP Service Reimbursement	991,456	1,107,984	116,528	11.75%	
DP Systems Project	860,000	918,024	58,024	6.75%	
Indirect Costs	31,321	**	(31,321)	N/A	
Board of Equalization	155,257	175,656	20,399	13.14%	
* Tax Title	<u>311,848</u>	<u>435,725</u>	<u>123,877</u>	39.72%	
<b>SUB-TOTAL OTHER</b>	<b>2,349,882</b>	<b>2,637,389</b>	<b>287,507</b>	<b>12.23%</b>	
<b>TOTAL COST</b>	<b>9,516,330</b>	<b>10,673,602</b>	<b>1,157,272</b>	<b>12.16%</b>	
<b>PROGRAM REVENUE</b>					
State Grant (21% of Total Cost)	2,185,072	2,250,000	64,928	2.97%	
Real Estate Transfer Fee	30,500	30,500	0	0.00%	
* Tax Title Fund	<u>311,848</u>	<u>435,725</u>	<u>123,877</u>	39.72%	
<b>TOTAL REVENUE</b>	<b>2,527,420</b>	<b>2,716,225</b>	<b>188,805</b>	<b>7.47%</b>	
<b>NET GF COST</b>	<b>6,988,910</b>	<b>7,957,377</b>	<b>968,467</b>	<b>13.86%</b>	
<b>SIGNIFICANT CHANGES</b>					
Indirect Costs			406,268		85,641
Personal Services Adjustments			305,101		64,315
Data Processing Services			139,328		29,370
Two New Positions			72,326		15,246
BOE Clerical Staffing			24,071		5,074
Maintenance of New Equipment			10,375		2,187
Inc. in Motor Pool Charges			9,237		1,947
<b>TOTAL CHANGES</b>			<b>966,706</b>		<b>203,782</b>

\* Tax Title is funded through receipts from the sale of foreclosed properties. It is included here for purposes of displaying the total cost of the "support functions" outlined in HB 2338.

\*\* Indirect Costs are budgeted in A&T organizations for the first time in this budget request. The figure shown in the FY 91-92 column represents the additional Indirect Costs included in the Grant Budget submitted last year.

MULTNOMAH COUNTY, OREGON

Executive Order 202

WHEREAS, Multnomah County has possession of a large number of tax foreclosed properties, and

WHEREAS, neighborhoods with large concentrations of foreclosed properties are important to the well-being and livability of Multnomah County, and

WHEREAS, proper maintenance of foreclosed properties are important for the continued vitality of many Multnomah County neighborhoods.

IT IS HEREBY ORDERED THAT the following steps shall be followed for proper maintenance of foreclosed properties in the possession of Multnomah County within budgetary constraints:

1. Properties shall be inspected monthly;
2. Properties shall be identified by proper signage;
3. Litter and garbage shall be removed as soon as possible;
4. Grass shall be mowed on a regular schedule between March 1 and October 1;
5. Shrubbery, trees, etc., shall be maintained;
6. Plywood window and door coverings shall be painted;
7. Attempt to identify and mitigate unsafe conditions, and
8. Lots that are left bare by demolition shall be seeded to grass.

DATED this 4th day of June, 1991.

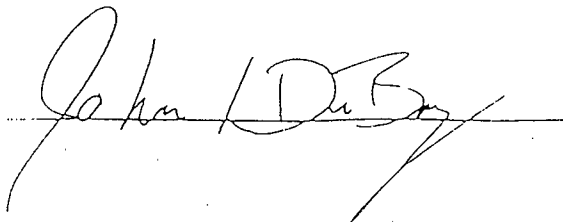
MULTNOMAH COUNTY, OREGON

By

  
Gladys McCoy  
Multnomah County Chair

REVIEWED  
LAURENCE KRESSEL, COUNTY COUNSEL  
for Multnomah County, Oregon

By



In the Matter of Establishing a Policy )  
to Maintain Foreclosed Properties while ) RESOLUTION  
in Multnomah County's Possession ) 91-81

By

**BUD 1**

BUDGET REQUEST	AGENCY DGS  LGFS CODE	ORGANIZATION A & T (Less LI&RG+BOE+TAXT)		PREPARED BY CAL SMITH	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	ALL A & T	02/01/92 BUD92BB.WK3
OBJECT DETAIL		CURRENT BUDGET 91-92	REQUEST BUDGET 92-93	NET DIFF	
5100 PERMANENT		4,101,962	4,378,287	276,325	
5200 TEMPORARY		90,785	113,606	22,821	
5300 OVERTIME		2,000	2,000	0	
5400 PREMIUM PAY		7,691	5,791	(1,900)	
5500 FRINGE		1,129,539	1,211,406	81,867	
<b>DIRECT PERSONAL SERVICES</b>		5,331,977	5,711,090	379,113	
5550 INS BENEFITS		709,778	839,119	129,341	
<b>PERSONAL SERVICES</b>		6,041,755	6,550,209	508,454	
6050 COUNTY SUPPLEMENTS		0	0	0	
6060 PASS THROUGH PAYMENTS		0	0	0	
6110 PROFESSIONAL SERVICES		279,802	308,948	29,146	
6120 PRINTING		44,050	49,500	5,450	
6130 UTILITIES		2,200	2,500	300	
6140 COMMUNICATIONS		500	500	0	
6170 RENTALS		12,160	15,661	3,501	
6180 REPAIRS & MAINTENANCE		136,950	236,325	99,375	
6190 MAINTENANCE CONTRACTS		111,845	100,720	(11,125)	
6200 POSTAGE (See 7560)		0	0	0	
6230 SUPPLIES		92,799	107,464	14,665	
6270 FOOD		250	250	0	
6310 EDUCATION & TRAINING		94,016	71,321	(22,695)	
6330 TRAVEL		69,947	69,077	(870)	
6520 INSURANCE		0	0	0	
6530 EXTERNAL DATA PROCESSING		2,200	1,000	(1,200)	
6550 DRUGS		0	0	0	
6580 CLAIMS PAID		0	0	0	
6590 JUDGEMENTS		0	0	0	
6610 AWARDS & PREMIUMS		0	0	0	
6620 DUES & SUBSCRIPTIONS		4,400	4,900	500	
7810 DEBT RETIREMENT		0	0	0	
7820 INTEREST		0	0	0	
<b>DIRECT MATERIALS AND SERVICES</b>		851,119	968,166	117,047	
7100 INDIRECT COSTS(at .0399 of PER, M&S,7xxx)		0	406,268	406,268	
7150 TELEPHONE		70,340	76,217	5,877	
7200 DATA PROC SERVICES		1,851,456	1,990,784	139,328	
7300 MOTOR POOL SERVICES		32,372	41,609	9,237	
7400 BLDG. MGT. SERVICES		251,328	269,240	17,912	
7500 OTHER INT. SERVICES		78,500	74,100	(4,400)	
7560 DISTRIBUTION/POSTAGE		219,409	211,826	(7,583)	
<b>INTERNAL SVC. REIMBURSEMENTS</b>		2,503,405	3,070,044	566,639	
<b>TOTAL MATERIAL/SERVICES</b>		3,354,524	4,038,210	683,686	
8100 LAND		0	0	0	
8200 BUILDINGS		0	0	0	
8300 OTHER IMPROVEMENTS		30,000	0	(30,000)	
8400 EQUIPMENT		119,042	85,182	(33,860)	
<b>CAPITAL OUTLAY</b>		149,042	85,182	(63,860)	
<b>DIRECT BUDGET</b>		6,295,118	6,759,488	464,370	
<b>TOTAL BUDGET</b>		9,545,321	10,673,601	1,128,280	

THIS FILE(BUD92BB.WK3) DRAWS INFO FROM ALL MODELS LISTED BELOW.

BUD92AP.WK3 BUD92RM.WK3 BUD92TS.WK3 BUD92SP.WK3 BUD92AD.WK3

BUD92TC.WK3 BUD92BOE.WK3 BUD92TAX.WK3

BUD92BB.WK3



## BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION A & T ADMINISTRATION		PREPARED BY NITA LOMAX	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7565	01/30/92
OBJECT DETAIL		CURRENT BUDGET 1991-92	BUDGET REQUEST 1992-93	NET DIFF	
5100 PERMANENT		115,735	123,093	7,358	
5200 TEMPORARY		1,330	1,000	(330)	
5300 OVERTIME		0	0	0	
5400 PREMIUM PAY		1,200	900	(300)	
5500 FRINGE		31,248	33,321	2,072	
<b>DIRECT PERSONAL SERVICES</b>		149,513	158,314	8,800	
5550 INS BENEFITS		12,813	14,779	1,966	
<b>PERSONAL SERVICES</b>		162,326	173,093	10,766	
6050 COUNTY SUPPLEMENTS				0	
6060 PASS THROUGH PAYMENTS				0	
6110 PROFESSIONAL SERVICES		6,860	6,860	0	
6120 PRINTING		5,000	5,000	0	
6130 UTILITIES				0	
6140 COMMUNICATIONS		0	0	0	
6170 RENTALS		0	0	0	
6180 REPAIRS & MAINTENANCE		1,000	1,000	0	
6190 MAINTENANCE CONTRACTS		0	0	0	
6200 POSTAGE (see 7560)		0	0	0	
6230 SUPPLIES		11,000	11,000	0	
6270 FOOD		250	250	0	
6310 EDUCATION & TRAINING		18,963	22,838	3,875	
6330 TRAVEL		1,980	1,900	(80)	
6520 INSURANCE				0	
6530 EXTERNAL DATA PROCESSING		0	0	0	
6550 DRUGS				0	
6580 CLAIMS PAID				0	
6590 JUDGEMENTS				0	
6610 AWARDS & PREMIUMS				0	
6620 DUES & SUBSCRIPTIONS		4,000	4,400	400	
7810 DEBT RETIREMENT				0	
7820 INTEREST				0	
<b>DIRECT MATERIALS AND SERVICES</b>		49,053	53,248	4,195	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)			10,443	10,443	
7150 TELEPHONE		3,743	3,744	1	
7200 DATA PROC SERVICES		0	0	0	
7300 MOTOR POOL SERVICES		1,229	1,229	0	
7400 BLDG. MGT. SERVICES		13908	13992	84	
7500 OTHER INT. SERVICES		0	0	0	
7560 DISTRIBUTION/POSTAGE		16,426	16,426	0	
<b>INTERNAL SVC. REIMBURSEMENTS</b>		35,306	45,834	10,528	
<b>TOTAL MATERIAL/SERVICES</b>		84,359	99,082	14,723	
8100 LAND				0	
8200 BUILDINGS				0	
8300 OTHER IMPROVEMENTS		0	0	0	
8400 EQUIPMENT		350	350	0	
<b>CAPITAL OUTLAY</b>		350	350	0	
DIRECT BUDGET		198,566	211,562	12,995	
TOTAL BUDGET		247,035	272,525	25,489	

[illegible][illegible]

PERSONNEL DETAIL			ORGANIZATION A & T ADMINISTRATION				DATE 01/30/92
			FUND 175	AGENCY 030	ORGANIZATION 7565	PREPARED BY NITA LOMAX	
FTE	JOB TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
1.0	ADMIN SECRETARY	6005	CHILDERS, ANN	26,664	7,231	2,998	36,893
1.0	ADMIN ANALYST	9006	LOMAX, JUANITA	31,612	8,573	5,050	45,235
1.0	A&T MANAGER, SENIOR	9480	DRUIAN, JANICE	64,817	17,001	6,616	88,434
					0		0
					0		0
					0		0
					0		0
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					0		0
					0		0
					0		0
					0		0
					0		0
					0		0
			PERMANENT	5100			
				123,093	32,805	14,664	170,562
			TEMPORARY	5200			
				1,000	271	59	1,330
			OVERTIME	5300			
				0			0
			PREMIUM	5400			
				900	244	56	1,200
			TOTAL				
				124,993	33,321	14,779	173,093

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A & T ADMINISTRATION			PREPARED BY NITA LOMAX	
		FUND 175	AGENCY 030	ORGANIZATION 7565	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
5100	PERMANENT					123,093
5200	TEMPORARY					1,330
5300	OVERTIME					0
5400	PREMIUM PAY					1,200

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A & T ADMINISTRATION			PREPARED BY NITA LOMAX	
		FUND 175	AGENCY 030	ORGANIZATION 7565	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6110	PROFESSIONAL SERVICES					\$6,860
6120	PRINTING AND REPRODUCTION					\$5,000
6140	COMMUNICATIONS					\$0
6170	RENTAL EQUIPMENT					\$0
6180	REPAIRS & MAINTENANCE					\$1,000
6190	MAINTENANCE CONTRACTS					\$0
6200	POSTAGE (see 7560)					\$0
6230	SUPPLIES					\$11,000
			QTY.	EACH	ITEM TOT.	\$11,000
6270	FOOD (A)					\$250

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A & T ADMINISTRATION			PREPARED BY NITA LOMAX	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7565	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6310	EDUCATION & TRAINING					
					ITEM TOT.	22,838
	Assessor's Mid-Winter Conference				450	
	Assessor's Summer Conference				400	
	Institute Course				399	
	DOR Technical Training				300	
	General Professional Development Courses				9,164	
	Supervisory Development Courses				8,250	
	CPR & First Aid (155 people @\$25 Each)				3,875	

## BUD 3

OBJECT DETAIL		ORGANIZATION NAME A & T ADMINISTRATION			PREPARED BY NITA LOMAX	
		FUND 175	AGENCY 030	ORGANIZATION 7565	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6330	LOCAL TRAVEL AND MILEAGE Tri-Met Bus Passes (1) Mileage					ITEM TOT. \$1,900 180 1,720
6530	EXTERNAL DATA PROCESSING					\$0
6620	DUES AND SUBSCRIPTIONS					\$4,400

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME			PREPARED BY	
		A & T ADMINISTRATION			NITA LOMAX	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7565	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
7150	TELEPHONE					\$3,744
	(4) Multi Line Phone Sets @\$201/ea = \$804.00					
	(1) 2500 Phone Set @\$113/ea = \$113.00					
	(1) Speaker Phone Set @\$150/ea = \$150.00					
	Sub-total = \$1,067					
	(1) DID Line, x3090 @\$344/ea					
	(3) DID Lines, x3323 @\$344/ea					
	(4) DID Lines, x3345 @\$344/ea					
	Sub-total = \$1,032					
	(1) DN Line, x2323 @\$155/ea					
	(1) DN Line, x2324 @\$155/ea					
	(1) DN Line, x2345 @\$155/ea					
	Sub-total = \$465					
	(2) Other Access Lines @\$50/ea = \$100.00					
	Customer Service Orders = \$792					
	Multnomah County Directories (4) @\$3.00/ea = \$12.00					
	Long Distance Charges @\$23/month x 12 months = \$276					
7200	DATA PROCESSING SERVICES					
7300	MOTOR POOL SERVICES					\$1,229
7400	RENTAL: Increased due to escalation clause and additional square footage					\$13,992
7500	OTHER INTERNAL SERVICES					\$0
7560	DISTRIBUTION/POSTAGE					\$16,426



**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A & T ADMINISTRATION			PREPARED BY NITA LOMAX	
		FUND 175	AGENCY 030	ORGANIZATION 7565	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
8300	OTHER IMPROVEMENTS					0
8400	EQUIPMENT					350

## BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION A & T TECHNICAL SUPPORT		PREPARED BY JOHN RILES	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7566	01/30/92
OBJECT DETAIL		CURRENT BUDGET 1991-92	REQUEST 1992-93	NET DIFF	
5100 PERMANENT		288,253	306,845	18,592	
5200 TEMPORARY		11,264	11,692	428	
5300 OVERTIME		2,000	2,000	0	
5400 PREMIUM PAY		4,291	4,291	0	
5500 FRINGE		82,568	88,093	5,525	
<b>DIRECT PERSONAL SERVICES</b>		388,376	412,921	24,545	
5550 INS BENEFITS		44,708	57,461	12,753	
<b>PERSONAL SERVICES</b>		433,084	470,382	37,298	
6050 COUNTY SUPPLEMENTS				0	
6060 PASS THROUGH PAYMENTS				0	
6110 PROFESSIONAL SERVICES		35,774	58,200	22,426	
6120 PRINTING				0	
6130 UTILITIES				0	
6140 COMMUNICATIONS		0	0	0	
6170 RENTALS		0	0	0	
6180 REPAIRS & MAINTENANCE		14,200	23,075	8,875	
6190 MAINTENANCE CONTRACTS		34,586	32,461	(2,125)	
6200 POSTAGE (See 7560)		0	0	0	
6230 SUPPLIES		34,273	48,438	14,165	
6270 FOOD				0	
6310 EDUCATION & TRAINING		34,570	16,530	(18,040)	
6330 TRAVEL		1,440	1,360	(80)	
6520 INSURANCE				0	
6530 EXTERNAL DATA PROCESSING		1,200	0	(1,200)	
6550 DRUGS				0	
6580 CLAIMS PAID				0	
6590 JUDGEMENTS				0	
6610 AWARDS & PREMIUMS				0	
6620 DUES & SUBSCRIPTIONS		400	0	(400)	
7810 DEBT RETIREMENT				0	
7820 INTEREST				0	
<b>DIRECT MATERIALS AND SERVICES</b>		156,443	180,064	23,621	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)			71,377	71,377	
7150 TELEPHONE		7,387	8,062	675	
7200 DATA PROC SERVICES		991,456	1,107,984	116,528	
7300 MOTOR POOL SERVICES		80	80	0	
7400 BLDG. MGT. SERVICES		19728	21313	1,585	
7500 OTHER INT. SERVICES		0	0	0	
7560 DISTRIBUTION/POSTAGE		1,000	1,000	0	
<b>INTERNAL SVC. REIMBURSEMENTS</b>		1,019,651	1,209,816	190,165	
<b>TOTAL MATERIAL/SERVICES</b>		1,176,094	1,389,880	213,786	
8100 LAND				0	
8200 BUILDINGS				0	
8300 OTHER IMPROVEMENTS				0	
8400 EQUIPMENT		99,382	76,732	(22,650)	
<b>CAPITAL OUTLAY</b>		99,382	76,732	(22,650)	
<b>DIRECT BUDGET</b>		644,201	669,717	25,516	
<b>TOTAL BUDGET</b>		1,708,560	1,936,994	228,434	

BUD92TS

		ORGANIZATION A & T TECHNICAL SUPPORT		DATE 01/29/92
		FUND 175	AGENCY 030	ORGANIZATION 7566
FTE	JOB TITLE	JOB NO.	BASE	
6.0	DATA ENTRY OPERATOR	6007	126,253	
1.0	DATA ANALYST	6073	34,452	
1.0	OFFICE ASSISTANT/SENIOR	6002	22,627	
1.0	DATA SYSTEMS ADMINISTRATOR	9330	43,674	
1.0	INFO. RESOURCES MANAGER	9375	47,767	
1.0	OPERATIONS SUPERVISOR	9025	32,072	
		TOTAL	306,845	

## BUD 2

PERSONNEL DETAIL			ORGANIZATION A & T TECHNICAL SUPPORT				DATE 01/29/92
			FUND 175	AGENCY 030	ORGANIZATION 7566	PREPARED BY JOHN RILES	
FTE	JOB TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
1.0	DATA ENTRY OPERATOR	6007	HOBBS, PATRICIA A.	22,613	6,133	4,630	33,376
1.0	DATA ENTRY OPERATOR	6007	KIM, SOONGHEE	20,483	5,555	2,673	28,711
1.0	DATA ENTRY OPERATOR	6007	KIMMEL, LAURA	19,920	5,402	4,835	30,157
1.0	DATA ENTRY OPERATOR	6007	KNIFKE, KIM G.	22,223	6,027	3,253	31,503
1.0	DATA ENTRY OPERATOR	6007	TIMO, CORA	20,859	5,657	6,352	32,868
1.0	DATA ENTRY OPERATOR	6007	VACANT	20,155	5,466	2,625	28,246
1.0	OFFICE ASSISTANT/SENIOR	6002	RABJOHN, DARLENE R.	22,627	6,136	7,242	36,005
1.0	OPERATIONS SUPERVISOR	9025	HELMER, KAREN	32,072	8,698	7,687	48,457
1.0	DATA ANALYST	6073	GEORGE, JERRY	34,452	9,343	6,882	50,677
1.0	DATA SYSTEMS ADMIN.	9330	LYNCH, JAMES O.	43,674	11,844	3,926	59,444
1.0	INFO. RESOURCES MGR.	9375	RILES, JOHN	47,767	12,954	7,356	68,077
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM			PERMANENT	5100			
				306,845	83,216	57,461	447,522
			TEMPORARY	5200			
				11,692	3,171		14,863
			OVERTIME	5300			
				2,000	542	0	2,542
			PREMIUM	5400			
				4,291	1,164	0	5,455
			TOTAL		5500	5550	
				324,828	88,093	57,461	470,382

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A & T TECHNICAL SUPPORT			PREPARED BY JOHN RILES	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7566	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
5200	TEMPORARY					11,692
5300	OVERTIME					2,000
5400	PREMIUM PAY					4,291
	o Pay Equity					

BUD 3

OBJECT DETAIL		ORGANIZATION NAME			PREPARED BY		
		A & T TECHNICAL SUPPORT			JOHN RILES		
		FUND	AGENCY	ORGANIZATION	DATE		
		175	030	7566	01/29/92		
OBJECT CODE	EXPLANATION				AMOUNT		
6110	PROFESSIONAL SERVICES				58,200		
	o Data Entry Temporary Services						
	( \$10/hr. X 160 hrs./mo. X 18 person months)				\$28,800		
	o Windows Implementation Consulting (40hrs. X \$75/hr.)				\$3,000		
	o Bar code consulting (300 hrs. X \$40/hr.)				\$12,000		
	o Data Entry System (\$120 X 120 hrs.)				\$14,400		
6170	RENTALS				0		
6180	REPAIRS & MAINTENANCE				23,075		
	o PC Repairs and Maintenance						
	( \$250 /PC X 80 PC's -- including printers)				\$20,000		
	o MACINTOSH Repairs and Maintenance -- including printers (\$725 X 3)				\$2,175		
	o Line Installations				\$900		
6190	MAINTENANCE CONTRACTS				32,461		
	o Novell netware				\$3,800		
	o Data Entry System Maintenance (#400165)				\$27,386		
	o Network Gateway & Data Entry Software Maintenance				\$1,275		
6200	POSTAGE (see 7560)				0		
6230	SUPPLIES				48,438		
	o Furniture						
	Desktop Engineer Shelves	QTY.	EACH	ITEM TOT.			
	Coat Rack	3	\$300	\$900			
	Cabinet, Fire-proof Tape Storage	1	\$100	\$100			
	Bookcase	1	\$390	\$390			
		1	\$170	\$170			
	o SOFTWARE UPGRADE						
	WordPerfect	16	\$150	\$2,400			
	LOTUS 1-2-3	70	\$150	\$10,500			
	PC Tools	30	\$100	\$3,000			
	Microsoft Windows Upgrade	70	\$70	\$4,900			
	GRAMMATIK	70	\$100	\$7,000			
	Network Emulation Software	4	\$52	\$208			
	Software Upgrades	10	\$475	\$4,750			
	Network OS Upgrade(NLMs)	20	\$150	\$3,000			
		2	\$2,000	\$4,000			
	o Miscellaneous Office & PC Supplies						
	Laser Printer Toner Cartridges	8	\$125	\$1,000			
	Network LAN Board	4	\$425	\$1,700			
	Network Cable & Connections	4	\$105	\$420			
	Miscellaneous Office Supplies				\$4,000		

BUD92TS

## BUD 3

OBJECT DETAIL		ORGANIZATION NAME A & T TECHNICAL SUPPORT			PREPARED BY JOHN RILES	
		FUND 175	AGENCY 030	ORGANIZATION 7566	DATE 01/29/92	
OBJECT CODE						AMOUNT
6310	EDUCATION AND TRAINING					16,530
	Professional Improvement					
	System Training					
	(\$900/course X 1 person)					\$900
	(\$100/day X 4 days X 4 people)					\$1,600
	(P.C. SKILLS/DOS)					\$1,200
	D.P. Managers' Summer Conference					
	(\$300 X 3 people)					\$900
	D.P. Managers' / Assessors' Mid-Winter Conference					
	(\$450 person X 2 people)					\$900
	Tuition Reimbursement					\$1,000
	Network Administration					
	o Course 101 -- Introduction to LANS					
	(\$195 X 2 persons)					\$390
	o Course 103 -- Data Communications					
	(\$595 X 1 person -- 2 days)					\$595
	o Course 501 -- System Manager					
	(\$845 X 1 person -- 3 days)					\$845
						\$0
	Data Entry System Administration					
	o Introduction and System Administration for Data Entry System					
	(\$900 + \$1,000 expenses X 2 people -- 3 days)					\$3,800
	o Programing for Data Entry System					
	(\$1200 + \$1000 expenses X 2 people -- 3 days)					\$4,400
	ITEM TOT.					

BUD92TS

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A & T TECHNICAL SUPPORT			PREPARED BY JOHN RILES	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7566	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6330	LOCAL TRAVEL AND MILEAGE	ITEM TOT.				1,360
	Tri - Met Bus Passes (2* 180 = 360)	\$360				
	Mileage	\$1,000				
6530						0
6620	DUES AND SUBSCRIPTIONS (SEE ADMIN BUDGET)					0



## BUD 3

OBJECT DETAIL		ORGANIZATION NAME			PREPARED BY	
		A & T TECHNICAL SUPPORT			JOHN RILES	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7566	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
7150	TELEPHONE					8,062
		QTY.	EA.	ITEM TOT.		
	Pagers (2)	2	\$180	\$360		
	2500	12	\$135	\$1,620		
	Speaker Phone	1	\$178	\$178		
	Long Distance	1	\$1,200	\$1,200		
	Service	1	\$100	\$100		
	Directories	10	\$10	\$100		
	DID	4	\$688	\$2,752		
	DN	4	\$438	\$1,752		
7200	DATA PROCESSING SERVICES					1,107,984
7300	MOTOR POOL SERVICES					80
7400	RENTALS					21,313
	o Facility Rental at 610 SW Alder St.					
7500						
7560	DISTRIBUTION/POSTAGE					1,000

OBJECT DETAIL		ORGANIZATION NAME A & T TECHNICAL SUPPORT			PREPARED BY JOHN RILES	
		FUND 175	AGENCY 030	ORGANIZATION 7566	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
8400	EQUIPMENT					76,732
		QTY	COST	ITEM TOT.		
	o Computer Terminals	5	\$900	\$4,500		
	o Computer Printers	1	\$950	\$950		
	o Personal Computers					
	Valuation	3	\$1,900	\$5,700		
	Tax Collection	0	\$1,900	\$0		
	Records Management	0	\$1,900	\$0		
	o PC Communication Boards					
	Valuation	3	\$450	\$1,350		
	Tax Collection	0	\$450	\$0		
	Records Management	0	\$450	\$0		
	o LAN Wiring Hub	1	\$1,832	\$1,832		
	o Disk Drives 1.2 GM SCSI	2	\$2,500	\$5,000		
	o CD ROM Drive SCSI	1	\$2,400	\$2,400		
	o Bar Code Readers	2	\$2,000	\$4,000		
	o A & T Mainframe System Project--Equipment					\$51,000
	Information Engr. Workbench software, PC equipment,					
	Adhoc reporting software					

BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION	PREPARED BY		
		A & T RECORDS MANAGEMENT		JAMES CZMOWSKI	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7570	01/29/92
OBJECT DETAIL		CURRENT BUDGET 1991-92	1992-93 REQUEST		
5100 PERMANENT		514,222	536,174	21,952	
5200 TEMPORARY		5,500	6,420	920	
5300 OVERTIME		0	0	0	
5400 PREMIUM PAY		1,600	0	(1,600)	
5500 FRINGE		140,757	145,925	5,168	
DIRECT PERSONAL SERVICES		662,079	688,519	26,440	
5550 INS BENEFITS		89,280	102,409	13,129	
PERSONAL SERVICES		751,359	790,928	39,569	
6050 COUNTY SUPPLEMENTS		0	0	0	
6060 PASS THROUGH PAYMENTS		0	0	0	
6110 PROFESSIONAL SERVICES		136,416	139,200	2,784	
6120 PRINTING		8,000	8,000	0	
6130 UTILITIES		0	0	0	
6140 COMMUNICATIONS		0	0	0	
6170 RENTALS		9,660	13,161	3,501	
6180 REPAIRS & MAINTENANCE		6,000	6,000	0	
6190 MAINTENANCE CONTRACTS		50,759	50,759	0	
6200 POSTAGE (SEE 7560)		0	0	0	
6230 SUPPLIES		22,801	23,101	300	
6270 FOOD		0	0	0	
6310 EDUCATION & TRAINING		7,076	2,850	(4,226)	
6330 TRAVEL		1,040	890	(150)	
6520 INSURANCE		0	0	0	
6530 EXTERNAL DATA PROCESSING		1,000	1,000	0	
6550 DRUGS		0	0	0	
6580 CLAIMS PAID		0	0	0	
6590 JUDGEMENTS		0	0	0	
6610 AWARDS & PREMIUMS		0	0	0	
6620 DUES & SUBSCRIPTIONS		0	0	0	
7810 DEBT RETIREMENT		0	0	0	
7820 INTEREST		0	0	0	
DIRECT MATERIALS AND SERVICES		242,752	244,961	2,209	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)		0	44,173	44,173	
7150 TELEPHONE		9,604	9,692	88	
7200 DATA PROC SERVICES		0	0	0	
7300 MOTOR POOL SERVICES		0	0	0	
7400 BLDG. MGT. SERVICES		56172	58520	2,348	
7500 OTHER INT. SERVICES		0	0	0	
7560 DISTRIBUTION/POSTAGE		2,602	3,000	398	
INTERNAL SVC. REIMBURSEMENTS		68,378	115,386	47,007	
TOTAL MATERIAL/SERVICES		311,130	360,347	49,216	
8100 LAND		0	0	0	
8200 BUILDINGS		0	0	0	
8300 OTHER IMPROVEMENTS		0	0	0	
8400 EQUIPMENT		5,810	4,600	(1,210)	
CAPITAL OUTLAY		5,810	4,600	(1,210)	
DIRECT BUDGET		904,831	933,480	28,649	
TOTAL BUDGET		1,068,299	1,155,875	87,576	

# BUD 2 SUMMARY

		ORGANIZATION A & T RECORDS MANAGEMENT			DATE 01/29/92
		FUND 175	AGENCY 030	ORGANIZATION 7570	PREPARED BY JAMES CZMOWSKI
FTE	JOB TITLE	JOB NO.			BASE
8.0	OFFICE ASSISTANT 2	6001			173,804
4.0	Office Assistant/Seni	6002			97,937
1.0	Clerical Unit Supervi	6003			28,000
4.0	Cartographer	6082			120,410
1.0	Operations Supervisor	9025			30,965
1.0	Cartographer Supervisor	9145			35,266
1.0	Geographic/Info/Records MGR	9320			49,792

**BUD 2**

PERSONNEL DETAIL			ORGANIZATION A & T RECORDS MANAGEMENT				DATE 01/29/92
			FUND 175	AGENCY 030	ORGANIZATION 7570	PREPARED BY JAMES CZMOWSKI	
FTE	JOB TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
1.0	OFFICE ASSISTANT 2	6001	Armstrachan, Lauren	21,924	5,946	6,394	34,264
1.0	Office Assistant 2	6001	Vacant	21,212	5,753	4,670	31,635
1.0	Office Assistant 2	6001	Coey, Ruth	21,924	5,946	2,813	30,683
1.0	Office Assistant 2	6001	Glenn, Susan	20,260	5,495	7,150	32,905
1.0	Office Assistant 2	6001	Pfau, Mary	21,924	5,946	4,603	32,473
1.0	Office Assistant 2	6001	Rutledge, Teresa	21,924	5,946	7,215	35,085
1.0	Office Assistant 2	6001	Vacant	22,712	6,159	3,917	32,788
1.0	Office Assistant 2	6001	Tillman, Jeannine	21,924	5,946	4,540	32,410
1.0	Office Assistant/Seni	6002	Colton, Gayle J.	25,369	6,880	2,863	35,112
1.0	Office Assistant/Seni	6002	O'Brien, Joanne M.	25,369	6,880	2,948	35,197
1.0	Office Assistant/Seni	6002	Beebe, Kunie	23,072	6,257	5,586	34,915
1.0	Office Assistant/Seni	6002	Worland, Beverly K.	24,127	6,543	7,301	37,971
1.0	Clerical Unit Supervi	6003	Vielhauer, Joan	28,000	7,594	2,966	38,560
1.0	Cartographer ,	6082	Benson, Barry R.	31,738	8,607	6,776	47,121
1.0	Cartographer	6082	Berg, Lillian A.	29,580	8,022	3,028	40,630
1.0	Cartographer	6082	Vacant	27,354	7,418	6,866	41,638
1.0	Cartographer	6082	Nichols, Carol S.	31,738	8,607	3,196	43,541
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM			PERMANENT	5100			
			TEMPORARY	5200			
				6,420			
			OVERTIME	5300			
				0			
			PREMIUM	5400			
				0			
			TOTAL				

SEE NEXT PAGE FOR ORG. TOTAL

## BUD 2

PERSONNEL DETAIL			ORGANIZATION A & T RECORDS MANAGEMENT				DATE 01/29/92
			FUND 175	AGENCY 030	ORGANIZATION 7570	PREPARED BY JAMES CZMOWSKI	
FTE	JOB TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
1.0	Operations Supervisor	9025	Wilding, Maren H.	30,965	8,398	3,916	43,279
1.0	Cartographer Supervisor	9145	Stoddard, Janice L.	35,266	9,564	6,743	51,573
1.0	Geographic/Info/Records MGR	9320	Czmowski, James S.	49,792	13,504	8,754	72,050
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1. FORM			PERMANENT	5100			
				536,174	145,410	102,245	783,829
			TEMPORARY	5200			
				6,420	515	164	7,099
			OVERTIME	5300			
				0			
			PREMIUM	5400			
				0	0		0
			TOTAL		5500	5550	
				542,594	145,925	102,409	790,928

## BUD 3

OBJECT DETAIL		ORGANIZATION NAME A & T RECORDS MANAGEMENT			PREPARED BY JAMES CZMOWSKI	
		FUND 175	AGENCY 030	ORGANIZATION 7570	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
5100	PERMANENT	The number of permanent employees is 20				\$536,174
5200	TEMPORARY	Estimate 700 hrs. of seasonal help needed for remapping project and tax foreclosure research.				\$6,420
5300	OVERTIME					\$0
5400	PREMIUM PAY					\$0

## BUD 3

		ORGANIZATION NAME A & T RECORDS MANAGEMENT			PREPARED BY JAMES CZMOWSKI	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7570	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6110	PROFESSIONAL SERVICES      Sixth year of nine year re-mapping contract W/Oregon DOR.					\$139,200
6120	PRINTING AND REPRODUCTION					\$8,000
	A) Microfiche up-dates of City of Portland water and sewer maps.					\$3,000
	B) Copies of permits from City of Portland					\$2,000
	C) Forms (Tax lot cards, envelopes, etc.)					\$3,000
6170	RENTALS					\$13,161
	A) Five copy machines for Appraisal, Administration Record Management, and Residential Appraisal.					\$13,161
6180	REPAIRS & MAINTENANCE					\$6,000
	A) Microfiche equipment repairs					\$1,000
	B) Microfilm equipment repairs					\$2,000
	C) Personal computer, etc. repairs					\$3,000
6190	MAINTENANCE CONTRACTS					\$50,759
	A) All of the Divisions Microfiche reader/printers One contract for thirteen units					\$5,489
	B) One Kodak Starview reader/printer					\$980
	C) Intergraph Computer System					\$43,470
	D) Xerox 2510 copier					\$820
6200	POSTAGE (see 7560)					\$0
6230	SUPPLIES					\$23,101
	A) Paper for microfilm and microfiche printers					\$1,000
	B) Xerographic paper and toner					\$6,100
	C) City and County directories					\$400
	D) Paper for computer printers					\$5,000
2	E) Drafting supplies such as ink, electric eraser's, pen points tape, new white board (conference room), etc.					\$10,601



**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A & T RECORDS MANAGEMENT			PREPARED BY JAMES CZMOWSKI	
		FUND 175	AGENCY 030	ORGANIZATION 7570	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6310	EDUCATION & TRAINING					\$2,850
	ITEM TOT.					
	A) Assessor's Mid-Winter Conference					\$1,350
	3 people from records & cartography sections					
	B) Department of Revenue School Technical Training					\$1,500
	3 people from records & cartography sections					
	C) Tuition Reimbursement					\$626

## BUD 3

OBJECT DETAIL		ORGANIZATION NAME A & T RECORDS MANAGEMENT			PREPARED BY JAMES CZMOWSKI	
		FUND 175	AGENCY 030	ORGANIZATION 7570	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6330	LOCAL TRAVEL AND MILEAGE Tri-Met Bus Passes 3 @ \$180 Mileage (local trips, Salem, etc.) \$350.	ITEM TOT. \$540 \$350				\$890
6530	EXTERNAL DATA PROCESSING For using Title company records to research property in foreclosure.					\$1,000

## BUD 3

OBJECT DETAIL		ORGANIZATION NAME			PREPARED BY	
		A & T RECORDS MANAGEMENT			JAMES CZMOWSKI	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7570	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
7150	TELEPHONE					\$9,692
			QTY.	EA.	ITEM TOT.	
	Multi Line		7	\$201	\$1,407	
	2500		15	\$113	\$1,695	
	Speaker Phone		1	\$150	\$150	
	Long Distance		1	\$840	\$840	
	Service		1	\$412	\$412	
	Directories		22	\$3	\$58	
	DID	No. 3258,3375,3376,3221,5122	5	\$344	\$1,720	
	DN	No. 2771,2715,2780,6822,2772, No. 2770,6185,6184,2778,6183, No. 6639,2549,2773,2210,6738, No. 2001,6996,6728,6583,6635, No. 6663,2512	22	\$155	\$3,410	
7200	DATA PROCESSING SERVICES					
7300	MOTOR POOL SERVICES					
7400	BUILDING MGT. SERVICES	Record Management building space lease.				\$58,520
7500	OTHER INTERNAL SERVICES					
7560	DISTRIBUTION/POSTAGE					\$3,000

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME			PREPARED BY	
		A & T RECORDS MANAGEMENT			JAMES CZMOWSKI	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7570	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
8300	OTHER IMPROVEMENTS					
8400	EQUIPMENT					\$4,600
	A) Two map files for Aerial photos, etc.				\$2,400	
	B) Map file for new state maps				\$2,200	

## BUD 3a

CONTRACTS		ORGANIZATION NAME A & T RECORDS MANAGEMENT			PREPARED BY JAMES CZMOWSKI	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7570	01/29/92	
OBJECT CODE	CONTRACT DESCRIPTION	CONTACT PERSON		ESTIMATED AWARD	TYPE	AMOUNT
6190	Maintenance for 13 microfiche R/P in Assessment & Taxation	M. Wilding		07/91	Mnt	\$5,489
	Kodak microfilm R/P No. 31518 maintenance	M. Wilding		07/91	Mnt	\$980
	Maintenance for Intergraph Computer System	J. Czmowski		07/91	Mnt	\$43,470
	Maintenance for Xerox 2510	J. Czmowski		07/91	Mnt	\$820

## BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION A & T APPRAISAL		PREPARED BY ROBERT ELLIS	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7580	01/29/92
OBJECT DETAIL		CURRENT BUDGET 1991-92	1992-93 REQUEST		DIFF
5100 PERMANENT		2,459,057	2,621,075		162,018
5200 TEMPORARY		21,917	35,856		13,939
5300 OVERTIME		0	0		0
5400 PREMIUM PAY		600	600		0
5500 FRINGE		670,025	720,599		50,574
DIRECT PERSONAL SERVICES		3,151,599	3,378,130		226,531
5550 INS BENEFITS		421,528	499,353		77,825
PERSONAL SERVICES		3,573,127	3,877,483		304,356
6050 COUNTY SUPPLEMENTS					0
6060 PASS THROUGH PAYMENTS					0
6110 PROFESSIONAL SERVICES		2,940	3,000		60
6120 PRINTING		14,000	14,000		0
6130 UTILITIES					0
6140 COMMUNICATIONS		500	500		0
6170 RENTALS		0	0		0
6180 REPAIRS & MAINTENANCE		4,300	4,300		0
6190 MAINTENANCE CONTRACTS		500	500		0
6200 POSTAGE (See 7560)		0	0		0
6230 SUPPLIES		16,000	16,000		0
6270 FOOD					0
6310 EDUCATION & TRAINING		28,984	25,030		(3,954)
6330 TRAVEL		63,520	63,040		(480)
6520 INSURANCE					0
6530 EXTERNAL DATA PROCESSING					0
6550 DRUGS					0
6580 CLAIMS PAID					0
6590 JUDGEMENTS					0
6610 AWARDS & PREMIUMS					0
6620 DUES & SUBSCRIPTIONS		0	0		0
7810 DEBT RETIREMENT					0
7820 INTEREST					0
DIRECT MATERIALS AND SERVICES		130,744	126,370		(4,374)
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)			167,087		167,087
7150 TELEPHONE		31,370	34,586		3,216
7200 DATA PROC SERVICES					0
7300 MOTOR POOL SERVICES		7,200	34,800		27,600
7400 BLDG. MGT. SERVICES		87780	94096		6,316
7500 OTHER INT. SERVICES					0
7560 DISTRIBUTION/POSTAGE		38,031	20,300		(17,731)
INTERNAL SVC. REIMBURSEMENTS		164,381	350,869		186,488
TOTAL MATERIAL/SERVICES		295,125	477,239		182,114
8100 LAND					0
8200 BUILDINGS					0
8300 OTHER IMPROVEMENTS					0
8400 EQUIPMENT					0
CAPITAL OUTLAY		0	0		0
DIRECT BUDGET		3,282,343	3,504,500		222,157
TOTAL BUDGET		3,868,252	4,354,722		486,470

BUD 2		ORGANIZATION A & T APPRAISAL			DATE 01/29/92
		FUND 175	AGENCY 030	ORGANIZATION 7580	PREPARED BY ROBERT ELLIS
FTE	JOB TITLE	JOB NO.		BASE	
13.0	OFFICE ASSISSTANT 2	6001		274,099	
5.0	OFFICE ASSISTANT/SENIOR	6002		119,779	
1.0	CLERICAL UNIT SUPERVISOR	6003		28,000	
2.0	WORD PROCESSING OPERATOR	6004		43,284	
4.0	APPRAISAL SPECIALIST	6029		106,988	
1.0	FISCAL SPECIALIST 2	6030		34,870	
24.0	PROPERTY APPRAISER/RES	6042		742,845	
1.0	TAX EXEMPTION SPECIALIST	6045		34,870	
17.0	PROPERTY APPRAISER/COMM	6049		515,143	
4.0	PROPERTY APPRAISER/PP	6050		107,979	
1.0	DATA ANALYST	6073		32,171	
9.0	APPRAISAL SUPERVISOR/COM/RES/PERS	9145		345,174	
1.0	OPERATIONS ADMINISTRATOR	9155		38,844	
2.0	CHIEF APPRAISER/RES/COM	9320		99,436	
1.0	SENIOR DATA ANALYST	9330		40,110	
1.0	VALUATION MANAGER	9420		57,483	
87.0		TOTAL		2,621,075	

BUD2 PERSONNEL			ORGANIZATION				DATE
DETAIL			A & T APPRAISAL				01/29/92
			FUND 175	AGENCY 030	ORGANIZATION 7585	PREPARED BY ROBERT ELLIS	
FTE	JOB TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
1.0	OFFICE ASSISTANT 2	6001	ALVAREZ, LESSIE R	21,924	5,946	5,541	33,411
0.5	OFFICE ASSISTANT/SEN	6002	GASKA, LYNNE	12,685	3,440	3,762	19,887
0.5	OFFICE ASSISTANT/SEN	6002	STEVENS, SHELLY A	12,685	3,440	1,835	17,960
1.0	TAX EXEMPTION SPECIALIST	6045	SKINNER, STEVEN A	34,870	9,457	5,108	49,435
1.0	DATA ANALYST	6073	KELSAY, DOUG	32,171	8,725	7,615	48,511
1.0	SENIOR DATA ANALYST	9330	ROBSON, BURR	40,110	10,878	8,279	59,267
1.0	VALUATION MANAGER	9420	ELLIS, ROBERT L	57,483	15,466	7,457	80,406
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM			PERMANENT	5100	57,351	39,597	308,876
				211,928			
			TEMPORARY	5200	0	0	0
				0			
			OVERTIME	5300	0	0	0
				0			
			PREMIUM	5400	0	0	0
				0			
			TOTAL		5500	5550	
				211,928	57,351	39,597	308,876



## BUD 2

PERSONNEL DETAIL			ORGANIZATION A & T APPRAISAL      INDUST/COMMERCIAL			DATE 01/29/92	
			FUND 175	AGENCY 040	ORGANIZATION 7590	PREPARED BY ROBERT ELLIS	
FTE	JOB TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
1.0	PROPERTY APPRAISER/C	6049	BANAHENE, OSEI-OWUSU *	25,494	6,914	6,532	38,940
1.0	PROPERTY APPRAISER/C	6049	HONDA, RODNEY R *	25,557	6,931	2,645	35,133
1.0	PROPERTY APPRAISER/C	6049	VACANT	27,833	7,548	6,884	42,265
1.0	PROPERTY APPRAISER/C	6049	CHAMBERLAIN, MICHAEL	32,740	8,879	3,235	44,854
1.0	PROPERTY APPRAISER/C	6049	DAILEY, PAUL T	31,807	8,626	3,685	44,118
1.0	PROPERTY APPRAISER/C	6049	DECKER, ROBERT L	32,740	8,879	6,640	48,259
1.0	PROPERTY APPRAISER/C	6049	FISHER, GARY B	32,740	8,879	6,640	48,259
1.0	PROPERTY APPRAISER/C	6049	HUDSON, DANA G	32,740	8,879	6,815	48,434
1.0	PROPERTY APPRAISER/C	6049	JOHNSON, MARGARET ROSE	32,740	8,879	6,026	47,645
1.0	PROPERTY APPRAISER/C	6049	VACANT	30,135	8,173	6,974	45,282
1.0	PROPERTY APPRAISER/C	6049	READ, PATTI	27,833	7,548	6,623	42,004
1.0	PROPERTY APPRAISER/C	6049	RAUCHENSTEIN, MARK D	30,464	8,262	6,726	45,452
1.0	PROPERTY APPRAISER/C	6049	ROBINSON, KENNETH O	32,740	8,879	4,962	46,581
1.0	PROPERTY APPRAISER/C	6049	RODWICK, RONALD P	32,740	8,879	7,637	49,256
1.0	PROPERTY APPRAISER/C	6049	SEIBEL, JERRY	27,283	7,399	2,712	37,394
1.0	PROPERTY APPRAISER/C	6049	WADDOUNS, PATRICIA	27,283	7,399	2,712	37,394
1.0	PROPERTY APPRAISER/C	6049	ROSENBERGER, MARLA	32,274	8,753	7,448	48,475
1.0	APPRAISAL SUPERVISOR/C	9145	KAMINSKI, FRANK	36,348	9,858	8,095	54,301
1.0	APPRAISAL SUPERVISOR/C	9145	SANDERMAN, RICHARD A	41,210	11,176	8,333	60,719
1.0	APPRAISAL SUPERVISOR/C	9145	WATKINS, WAYNE H	42,783	11,603	5,535	59,921
1.0	APPRAISAL SUPERVISOR/C	9145	LEROUX, VICKI J.	36,348	9,858	8,095	54,301
1.0	CHIEF APPRAISER/COMMERCIAL	9320	SKILES, GARY G	49,199	13,343	7,427	69,969
*UNDERFILLED AS APPRAISAL SPECIALIST 1							
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM			PERMANENT	5100			
				721,031	195,544	132,381	1,048,956
			TEMPORARY	5200			
				0	0	0	0
			OVERTIME	5300			
				0	0	0	0
			PREMIUM	5400			
				600	163	25	788
			TOTAL	721,631	5500 195,706	5550 132,406	1,049,743

## BUD2

PERSONNEL DETAIL			ORGANIZATION A & T APPRAISAL      PERSONAL PROPERTY				DATE 01/29/92
			FUND 175	AGENCY 040	ORGANIZATION 7600	PREPARED BY ROBERT ELLIS	
FTE	JOB TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
1.0	APPRAISAL SPECIALIST	6029	BAIN, JOHN C	28,000	7,594	6,455	42,049
1.0	PROPERTY APPRAISER/P	6050	VACANT	23,983	6,504	6,030	36,517
1.0	APPRAISAL SPECIALIST	6029	CUNNINGHAM, J MICHAEL	25,494	6,914	2,927	35,335
1.0	APPRAISAL SPECIALIST	6029	GULLEY, PAMELA D	28,000	7,594	6,455	42,049
1.0	APPRAISAL SPECIALIST	6029	HOWARD, DANIEL P	25,494	6,914	5,680	38,088
1.0	FISCAL SPECIALIST 2	6030	DIZON, AMANCIO R	34,870	9,457	7,720	52,047
1.0	PROPERTY APPRAISER/P	6050	CHRISTIAN, JON G	31,122	8,440	7,574	47,136
1.0	PROPERTY APPRAISER/P	6050	KATONA, MARIE      *	24,931	6,761	5,658	37,350
1.0	PROPERTY APPRAISER/P	6050	ZURAWSKI, CAROL	27,943	7,578	3,535	39,056
1.0	APPRAISAL SUPERVISOR/P	9145	WEBSTER, JOHN R.	39,213	10,635	4,345	54,193

## BUD2

PERSONNEL DETAIL			ORGANIZATION A & T APPRAISAL      RESIDENTIAL				DATE 01/29/92
			FUND 175	AGENCY 040	ORGANIZATION 7610	PREPARED BY ROBERT ELLIS	
FTE	JOB-TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
1.0	PROPERTY APPRAISER	6042	ALCANTARA, JOSEPH R	32,740	8,879	7,637	49,256
1.0	PROPERTY APPRAISER	6042	BAILEY, CATHERINE C	31,807	8,626	6,604	47,037
1.0	PROPERTY APPRAISER	6042	BECK, DELBERTA	32,740	8,879	5,025	46,644
1.0	PROPERTY APPRAISER	6042	BLIXT, STEVEN S	32,740	8,879	3,235	44,854
1.0	PROPERTY APPRAISER	6042	CARLSON, VERA L	32,740	8,879	7,439	49,058
1.0	PROPERTY APPRAISER	6042	CECH, LESLIE M	32,740	8,879	7,637	49,256
1.0	PROPERTY APPRAISER	6042	COLLMER, KENNETH S	28,929	7,846	6,321	43,096
1.0	PROPERTY APPRAISER	6042	CRAFT, JAMES E	31,807	8,626	4,926	45,359
1.0	PROPERTY APPRAISER	6042	HAMM, KURTIS	26,838	7,278	4,174	38,290
1.0	PROPERTY APPRAISER	6042	DURST, BECKY L	32,740	8,879	6,815	48,434
1.0	PROPERTY APPRAISER	6042	FAST, M BETH	28,600	7,756	6,653	43,009
1.0	PROPERTY APPRAISER	6042	HEINE, PAUL V	29,368	7,965	6,684	44,017
1.0	PROPERTY APPRAISER	6042	HENRY, CLARK K	32,740	8,879	4,962	46,581
1.0	PROPERTY APPRAISER	6042	SCHACHT, LYA	27,723	7,518	7,441	42,682
1.0	PROPERTY APPRAISER	6042	NAILLON, EDNA M	32,740	8,879	5,963	47,582
1.0	PROPERTY APPRAISER	6042	O'DELL, WILBUR E	32,740	8,879	3,235	44,854
1.0	PROPERTY APPRAISER	6042	SCHAFER, ROBERT S	28,820	7,816	3,057	39,693
1.0	PROPERTY APPRAISER	6042	SELLARS, JAMES R	32,740	8,879	3,663	45,282
1.0	PROPERTY APPRAISER	6042	SORG, ALBERT F	32,740	8,879	5,963	47,582
1.0	PROPERTY APPRAISER	6042	SHEETS, BRETT	27,723	7,518	7,270	42,511
1.0	PROPERTY APPRAISER	6042	TROJAN, MICHAEL E	31,807	8,626	4,989	45,422
1.0	PROPERTY APPRAISER	6042	U'REN, LINDA S	32,740	8,879	7,637	49,256
1.0	PROPERTY APPRAISER	6042	WARDWELL, DENNIS W	28,491	7,727	6,650	42,868
1.0	PROPERTY APPRAISER	6042	MILLER, PRESTON	28,052	7,608	5,222	40,882
1.0	APPRAISAL SUPERVISOR/R	9145	HARTWELL, WILLIAM B	38,830	10,531	8,216	57,577
1.0	APPRAISAL SUPERVISOR/R	9145	LAWSON, HENRY G	41,906	11,365	7,069	60,340
1.0	APPRAISAL SUPERVISOR/R	9145	MILLS, ROBERT L	33,846	9,179	6,849	49,874
1.0	APPRAISAL SUPERVISOR/R	9145	WALRUFF, RANDY P	34,690	9,408	6,715	50,813
1.0	CHIEF APPRAISER/RES	9320	GALASH, NEAL R	50,237	13,624	8,951	72,812
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM			PERMANENT	5100			
				942,354	255,566	177,002	1,374,922
			TEMPORARY	5200			
				0	0	0	0
			OVERTIME	5300			
				0	0	0	0
			PREMIUM	5400			
				0	0	0	0
			TOTAL		5500	5550	
				942,354	255,566	177,002	1,374,922

## BUD2

PERSONNEL DETAIL			ORGANIZATION A & T APPRAISAL      CLERICAL			DATE 01/29/92	
			FUND 175	AGENCY 040	ORGANIZATION 7620	PREPARED BY ROBERT ELLIS	
FTE	JOB TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
1.0	OFFICE ASSISTANT 2	6001	ATTWOOD, DEBORAH P	21,924	5,946	7,215	35,085
1.0	OFFICE ASSISTANT 2	6001	BAIN, DEBORAH L	21,268	5,768	7,189	34,225
1.0	OFFICE ASSISTANT 2	6001	BONAR, PATSY A	21,924	5,946	5,541	33,411
1.0	OFFICE ASSISTANT 2	6001	COOK, LEZLEE L	19,137	5,190	5,432	29,759
1.0	OFFICE ASSISTANT 2	6001	GOODWIN, KAREN L	21,924	5,946	5,541	33,411
1.0	OFFICE ASSISTANT 2	6001	HARRELSON, LOLA L	19,512	5,292	4,509	29,313
1.0	OFFICE ASSISTANT 2	6001	HAWKINS, HELEN DIANE	19,137	5,190	3,191	27,518
1.0	OFFICE ASSISTANT 2	6001	HEADE, DIANE M	21,924	5,946	4,540	32,410
1.0	OFFICE ASSISTANT 2	6001	LANDSTROM, MARGUERITE	21,924	5,946	2,788	30,658
1.0	OFFICE ASSISTANT 2	6001	MOORHEAD, SANDRA J	21,924	5,946	3,300	31,170
1.0	OFFICE ASSISTANT 2	6001	STEELE, CELESTE M	21,924	5,946	3,300	31,170
1.0	OFFICE ASSISTANT 2	6001	ZWASCHKA, CAROLYN KAY	19,653	5,330	5,959	30,942
1.0	OFFICE ASSISSTANT/SEN	6002	CARTER, PATTI I	25,014	6,784	2,934	34,732
1.0	OFFICE ASSISSTANT/SEN	6002	Mc CAULEY, CORINNE	25,192	6,832	3,428	35,452
1.0	OFFICE ASSISSTANT/SEN	6002	STRIDER, LAURA L	24,778	6,720	3,411	34,909
1.0	OFFICE ASSISSTANT/SEN	6002	BERGERON, SUZANNE *	19,425	5,268	5,443	30,136
1.0	CLERICAL UNIT SUPERVIS	6003	FISHER, KAREN A	28,000	7,594	3,537	39,131
1.0	WORD PROCESSING OPERAT	6004	PAOLLILI, CYNTHIA L	22,613	6,133	4,630	33,376
1.0	WORD PROCESSING OPERAT	6004	POEHNER, LISA L	20,671	5,606	4,554	30,831
1.0	OPERATIONS ADMINISTRATOR	9155	HOFF, SUSAN D	38,844	10,534	6,919	56,297
			* UNDERFILL WITH 6004 W.P. OPERATOR				
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM			PERMANENT	5100			
				456,712	123,860	93,361	673,933
			TEMPORARY	5200			
				35,856	9,724	608	46,188
			OVERTIME	5300			
				0	0	0	0
			PREMIUM	5400			
				0	0	0	0
			TOTAL		5500	5550	
				492,568	133,584	93,969	720,121

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A & T APPRAISAL		PREPARED BY ROBERT ELLIS	
		FUND 175	AGENCY 040	ORGANIZATION 7580	DATE 01/29/92
OBJECT CODE	EXPLANATION				AMOUNT
5200	TEMPORARY: PART TIME HELP REQUIRED IN JULY, AUG, AND SEPT TO PROCESS PERSONAL PROPERTY STATEMENTS 8 OA1 FOR 12 WEEKS @ 7.26/HR = 27,878 2 OA2 FOR 12 WEEKS @ 8.31/HR = 7,978 ORG.=7620				35,856
5400	PREMIUM PAY: 1 APPRAISER RECEIVES 50.00 MONTHLY FOR APPROVED DESIGNATION PAY PER ADDENDUM E SECTION 5 OF THE 1988-91 CONTRACT = 600 ORG.=7590				600

## BUD 3

OBJECT DETAIL		ORGANIZATION NAME A & T APPRAISAL		PREPARED BY ROBERT ELLIS	
		FUND 175	AGENCY 030	ORGANIZATION 7580	DATE 01/29/92
OBJECT CODE	EXPLANATION				AMOUNT
6110	PROFESSIONAL SERVICES: CONTRACT WITH MULTIPLE LISTING SERVICE TO PROVIDE ON-LINE SALES/ LISTING DATA TO RESIDENTIAL SECTION				3000
6120	PRINTING AND REPRODUCTN: CITY-COUNTY DUPLICATING AND PRINTING CHARGES INCLUDING FORMS, BUSINESS CARDS, ENVELOPES AND LETTERHEAD PAPER, including: PAPER FOR MICROFICHE READER-PRINTERS  WAR VETERAN EXEMPTION FORMS CONTINUOUS PAPER FOR COMPUTER PRINTERS, 30 BOXES DRY COPIER PAPER 8.5 X 11, 50 BOXES DRY COPIER PAPER 8.5 X 14, 15 BOXES DRY COPIER PAPER 11 X 17, 2 BOXES FAX PAPER 12 rolls				14000
6140	COMMUNICATIONS: U.S. WEST COMMUNICATIONS				\$500
6180	REPAIRS & MAINTENANCE:				\$4,300
6190	MAINTENANCE CONTRACTS: MURATA FAX MACHINES 2 @ 250				\$500
6200	POSTAGE: See 7560				
6230	SUPPLIES:				\$16,000
	CAMERA FILM: 35 MM 12 EXP COLOR	QTY.	EACH	ITEM TOT.	
	FILM DEVELOPING	250	\$3	\$750	
	TAPE MEASURE 100 FOOT	250	\$8	\$2,000	
	ATTACHE CASES 5 INCH	20	\$35	\$700	
	P.C. SOFTWARE	20	\$100	\$2,000	
	OFFICE SUPPLIES: PENS, PENCILS, PAPER, BINDERS			\$1,350	
	CALENDARS, ENVELOPES, PRINTER RIBBONS, LASER			\$8,000	
	PRINT CARTRIDGES, MILEAGE REPORTS ETC				
	PETTY CASH REIMBURSEMENTS			\$1,200	

## BUD 3

OBJECT DETAIL		ORGANIZATION NAME A & T APPRAISAL			PREPARED BY ROBERT ELLIS	
		FUND 175	AGENCY 030	ORGANIZATION 7580	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6310	EDUCATION & TRAINING	ITEM TOT.				25,030
	ASSESSORS ANNUAL CONFERENCE	\$1,350				
	3 PEOPLE (lodging, registration, per diem, mileage)					
	ASSESSORS MID-WINTER WORKSHOP	\$2,400				
	6 PEOPLE (lodging, registration, per diem, mileage)					
	REAL ESTATE APPRAISER CLASSES AT PORTLAND STATE UNIVERSITY	\$4,800				
	Four each Residential-Tuition & Books	2,400				
	Four each Commercial-Tuition & Books	2,400				
	EDUCATION REIMBURSEMENTS	\$2,000				
	13 SUPERVISORS/MANAGERS ATTEND DOR MGMT PROGRAMS	\$3,250				
	APPRAISERS AND TECHS ATTEND TECHNICAL APPRAISAL COURSES	\$11,230				
	6 Residential appraisers: Coos Bay '92	2080				
	3 Residential appraisers: Albany '92	1080				
	6 Commercial appraisers: Ashland '92	2,030				
	3 Commercial appraisers: Industrail Seminar'92 Portland	380				
	6 Commercial appraisers: Mt. Hood C.C. '92	160				
	15 appraisers 1993 required training	3750				
	7 Personal Property & Administrative persons	1,750				
	TOTAL	11230				

## BUD 3

OBJECT DETAIL		ORGANIZATION NAME A & T APPRAISAL			PREPARED BY ROBERT ELLIS	
		FUND 175	AGENCY 030	ORGANIZATION 7580	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6330	LOCAL TRAVEL AND MILEAGE:					\$63,040
				ITEM TOT.		
	* Tri - Met Bus Passes (6) @ \$180 received by exempt employees			1,080		
	* 8 exempt supervisors receive mileage reimbursement for use of personal automobiles			3,360		
	* 4 exempt managers receive mileage reimbursement for use of automobiles			960		
	* 51 employees (appraisers, appraisal specialists), receive mileage base of \$67.50 per month plus \$ .10 per mile, per contract			55,120		
	*ADDITIONAL PARKING OVERFLOW \$2,520.			2,520		
6620	DUES AND SUBSCRIPTIONS (SEE ADMIN BUDGET)					0



## BUD 3

OBJECT DETAIL		ORGANIZATION NAME			PREPARED BY	
		A & T APPRAISAL			ROBERT ELLIS	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7580	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
7150	TELEPHONE:					\$34,586
		QTY.	EA.	ITEM TOT.		
	Multi-Line set	10	\$201	\$2,010		
	2500 set	57	\$113	\$6,441		
	Unity II set	20	\$113	\$2,260		
	Speaker Phone	3	\$150	\$450		
	10-key add on	1	\$200	\$200		
	20-key add on	1	\$300	\$300		
	Speaker Phone	2	\$150	\$300		
	Other equipment access	4	50	\$200		
	Long Distance, TMS	1	\$3,500	\$3,500		
	Customer Service	1	\$2,600	\$2,600		
	Directories	50	\$3	\$150		
	DID-line, county network	6	\$345	\$2,070		
	DN-County network line	91	\$155	\$14,105		
7300	MOTOR POOL SERVICES:					\$34,800
	29 SPACES IN COUNTY PARKING LOT AT S.W. 2ND AND MORRISON FOR APPRAISER PARKING AT \$100 PER MONTH PER SPACE (29 * 100 * 12 = \$34,800)					
7400	BLDG. MGT. SERVICES :SPACE RENTAL					\$94,096
7560	POSTAGE:					\$20,300
	GENERAL POSTAGE	28000	@.30	\$8,400		
	PERSONAL PROPERTY STATEMENTS	30000	@.30	\$9,000		
	MISC/CERTIFIED MAIL			\$1,250		
	MAIL CHARGE, FOLDING, STUFFING ETC.			\$1,650		

**BUD 1**

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION A&T TAX COLLECTION		PREPARED BY KATHY TUNEBERG	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7630	01/29/92
OBJECT DETAIL		CURRENT BUDGET 1991-92	BUDGET REQUEST 1992-93	NET DIFF	
5100 PERMANENT		570,154	627,948	57,794	
5200 TEMPORARY		27,555	32,892	5,337	
5300 OVERTIME				0	
5400 PREMIUM PAY				0	
5500 FRINGE		161,381	179,220	17,838	
<b>DIRECT PERSONAL SERVICES</b>		759,090	840,060	80,969	
5550 INS BENEFITS		108,189	131,043	22,854	
<b>PERSONAL SERVICES</b>		867,279	971,103	103,823	
6050 COUNTY SUPPLEMENTS				0	
6060 PASS THROUGH PAYMENTS				0	
6110 PROFESSIONAL SERVICES		27,440	29,040	1,600	
6120 PRINTING		14,500	17,500	3,000	
6130 UTILITIES				0	
6140 COMMUNICATIONS				0	
6170 RENTALS		2,500	2,500	0	
6180 REPAIRS & MAINTENANCE		1,250	1,550	300	
6190 MAINTENANCE CONTRACTS		26,000	17,000	(9,000)	
6200 POSTAGE (See 7560)		0	0	0	
6230 SUPPLIES		6,725	6,725	0	
6270 FOOD				0	
6310 EDUCATION & TRAINING		4,223	3,623	(600)	
6330 TRAVEL		1,055	975	(80)	
6520 INSURANCE				0	
6530 EXTERNAL DATA PROCESSING				0	
6550 DRUGS				0	
6580 CLAIMS PAID				0	
6590 JUDGEMENTS				0	
6610 AWARDS & PREMIUMS				0	
6620 DUES & SUBSCRIPTIONS				0	
7810 DEBT RETIREMENT				0	
7820 INTEREST				0	
<b>DIRECT MATERIALS AND SERVICES</b>		83,693	78,913	(4,780)	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)			54,506	54,506	
7150 TELEPHONE		13,586	15,412	1,826	
7200 DATA PROC SERVICES		0	0	0	
7300 MOTOR POOL SERVICES		500	500	0	
7400 BLDG. MGT. SERVICES		73740	77447	3,707	
7500 OTHER INT. SERVICES		78,500	74,100	(4,400)	
7560 DISTRIBUTION/POSTAGE		140,457	148,600	8,143	
<b>INTERNAL SVC. REIMBURSEMENTS</b>		306,783	370,565	63,782	
<b>TOTAL MATERIAL/SERVICES</b>		390,476	449,478	59,002	
8100 LAND				0	
8200 BUILDINGS				0	
8300 OTHER IMPROVEMENTS				0	
8400 EQUIPMENT		8,000	3,500	(4,500)	
<b>CAPITAL OUTLAY</b>		8,000	3,500	(4,500)	
<b>DIRECT BUDGET</b>		850,783	922,473	71,689	
<b>TOTAL BUDGET</b>		1,265,755	1,424,081	158,326	

**BUD 2 SUMMARY**

		ORGANIZATION A&T TAX COLLECTION		DATE 01/29/92	
		FUND 175	AGENCY 030	ORGANIZATION 7630	PREPARED BY KATHY TUNEBERG
FTE	JOB TITLE	JOB NO.		BASE	
11.92	OFFICE ASSISTANT 2	6001		241,286	
2.0	OFFICE ASSISTANT/SENIOR	6002		48,386	
1.0	CLERICAL UNIT SUPERVISOR	6003		26,711	
2.0	TAX\COLLECTION\SPEC	6025		51,090	
3.0	FISCAL SPECIALIST 1	6029		81,432	
1.0	FISCAL SPECIALIST 2	6030		30,290	
2.0	OPERATIONS SUPERVISOR	9025		59,080	
1.0	TAX COLLECT MANAGER	9320		47,767	
1.0	FISCAL SPECIALIST SUPERV	9340		41,906	
25.75		TOTAL		627,948	

## BUD 2

PERSONNEL DETAIL			ORGANIZATION A&T TAX COLLECTION				DATE 01/29/92
			FUND 175	AGENCY 030	ORGANIZATION 7630	PREPARED BY KATHY TUNEBERG	
FTE	JOB TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
0.5	OFFICE ASSISTANT 2	6001	Grenfell, Wanda	9,253	2,509	1,924	13,686
1.0	OFFICE ASSISTANT 2	6001	Witka, Vanessa	21,470	5,823	2,711	30,004
1.0	OFFICE ASSISTANT 2	6001	Pierce, Kimberly	18,787	5,095	4,418	28,300
1.0	OFFICE ASSISTANT 2	6001	Anderson, Gail	21,924	5,946	4,603	32,473
1.0	OFFICE ASSISTANT 2	6001	Drinkwater, Mary	20,763	5,631	3,255	29,649
1.0	OFFICE ASSISTANT 2	6001	Hays, Janis	18,750	5,085	4,480	28,315
1.0	OFFICE ASSISTANT 2	6001	Kilmartin, Patrice	19,841	5,381	6,312	31,534
0.42	OFFICE ASSISTANT 2	6001	Magann, Marion (42% of Time Est.)	8,254	2,238	1,349	11,841
1.0	OFFICE ASSISTANT 2	6001	McDow, Khabira	21,924	5,946	4,603	32,473
1.0	OFFICE ASSISTANT 2	6001	McFarland, Sandra	21,924	5,946	4,983	32,853
1.0	OFFICE ASSISTANT 2	6001	Russell, Mary	19,371	5,253	7,116	31,740
1.0	OFFICE ASSISTANT 2	6001	Thompson, Patricia	19,935	5,406	5,463	30,804
1.0	OFFICE ASSISTANT 2	6001	Wolf, Marie	19,090	5,177	6,108	30,375
1.0	OFFICE ASSISTANT/SENIOR	6002	Hilton, Albert B	23,017	6,242	2,831	32,090
1.0	OFFICE ASSISTANT/SENIOR	6002	Salvadore, Phyllis	25,369	6,880	4,675	36,924
1.0	CLERICAL UNIT SUPERVISOR	6003	Butler, Eunice	26,711	7,244	5,727	39,682
1.0	TAX\COLLECTION\SPEC	6025	Gruber, Joy	27,060	7,339	3,500	37,899
1.0	TAX\COLLECTION\SPEC	6025	Vacant	24,030	6,517	5,262	35,809
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM			PERMANENT	5100			
			TEMPORARY	5200			
			OVERTIME	5300			
			PREMIUM	5400			
			TOTAL				

SEE NEXT PAGE FOR ORG. TOTALS

**BUD 2**

PERSONNEL DETAIL			ORGANIZATION A&T TAX COLLECTION				DATE 01/29/92
			FUND 175	AGENCY 030	ORGANIZATION 7630	PREPARED BY KATHY TUNEBERG	
FTE	JOB TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
1.0	FISCAL SPECIALIST 1	6029	Halm, Rose	28,000	7,594	5,778	41,372
1.0	FISCAL SPECIALIST 1	6029	Long, Debra	25,432	6,897	7,181	39,510
1.0	FISCAL SPECIALIST 1	6029	Meyer, Deanna	28,000	7,594	5,778	41,372
1.0	FISCAL SPECIALIST 2	6030	Smith, Calvin	30,290	8,215	4,929	43,434
1.0	OPERATIONS SUPERVISOR	9025	Dorn, Kathleen	29,642	8,039	7,766	45,447
1.0	OPERATIONS SUPERVISOR	9025	Frahler, Patricia	29,438	7,984	6,082	43,504
1.0	TAX COLLECT MANAGER	9320	Tuneberg, Kathleen	47,767	12,954	8,654	69,375
1.0	FISCAL SPECIALIST SUPERV	9340	Bartholomew, Gary	41,906	11,365	5,555	58,826
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM			PERMANENT	5100	170,299	131,043	929,290
				627,948			
			TEMPORARY	5200	8,920		41,812
				32,892			
			OVERTIME	5300			
				5400			
			PREMIUM	5400			
			TOTAL	660,840	179,220	131,043	971,103

## BUD 3

OBJECT DETAIL		ORGANIZATION NAME A&T TAX COLLECTION		PREPARED BY KATHY TUNEBERG	
		FUND 175	AGENCY 030	ORGANIZATION 7630	DATE 01/29/92
OBJECT CODE	EXPLANATION				AMOUNT
5100	PERMANENT 24.92 FTE (.42 Shared with Board of Equalization and .50 Shared with Licence/Passports)				32,892
5200	TEMPORARY To provide adequate staffing during heavy tax collection period				
	November (2000 hrs @8.75) 17,500				
	February ( 850 hrs @8.75) 7,438				
	May-June ( 909 hrs @8.75) 7,954				

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A&T TAX COLLECTION			PREPARED BY KATHY TUNEBERG	
		FUND 175	AGENCY 030	ORGANIZATION 7630	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6110	PROFESSIONAL SERVICES (see bud 3a)					\$29,040
	Legal required advertising:					
	Personal property warrants	6300				
	Real prop foreclos/redemp .	18290				
	Total Advertising	24590				
	Security Guard	1000				
	Armored Car Service	3200 (see 3a)				
	Alarm Monitoring Service	250 (see 3a)				
6120	PRINTING AND REPRODUCTION (envelopes)					\$17,500
6170	RENTAL Copier	2500				\$2,500
6180	REPAIRS & MAINTENANCE (film paks and misc. equip. repairs)					\$1,550
6190	MAINTENANCE CONTRACTS (see bud 3a)					\$17,000
6200	POSTAGE (see 7560)					\$0
6230	SUPPLIES					\$6,725

## BUD 3

OBJECT DETAIL		ORGANIZATION NAME A&T TAX COLLECTION		PREPARED BY KATHY TUNEBERG	
		FUND 175	AGENCY 175	ORGANIZATION 7630	DATE 01/29/92
OBJECT CODE	EXPLANATION				AMOUNT
6310	EDUCATION & TRAINING	Page Total			3,623
	1. Assessor's Mid-Winter Conference	ITEM TOT.			900
	2 people (registration, lodging, mileage, per diem)				
	2. Tax Collector's Annual Conference	ITEM TOT.			800
	2 people (3 days, registration, lodging, mileage, per diem)				
	3. Department of Revenue Supervisors/Management/Technical Training	ITEM TOT.			1,200
	4 people (tuition, mileage, per diem)				
	4. Tax Collectors District Meetings	ITEM TOT.			50
	5. Remittance Processors Users Group Meetings	ITEM TOT.			50
6. DOR Sponsored Training	ITEM TOT.			400	
7. Tuition Reimbursement	ITEM TOT.			223	



**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A&T TAX COLLECTION		PREPARED BY KATHY TUNEBERG	
		FUND 175	AGENCY 030	ORGANIZATION 7630	DATE 01/29/92
OBJECT CODE	EXPLANATION				AMOUNT
6330	LOCAL TRAVEL AND MILEAGE Tri - Met Bus Passes (4 @ \$180.) Mileage \$255.	ITEM TOT. 720 255			\$975

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A&T TAX COLLECTION			PREPARED BY KATHY TUNEBERG	
		FUND 175	AGENCY 030	ORGANIZATION 7630	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
7150	TELEPHONE					
	T.D.D. Unit (for Hearing Impaired)	QTY.	EA.	ITEM TOT.		\$15,412
	Digit Display	1	\$250	\$250		
	SL1s	1	\$300	\$300		
	2500s	14	\$201	\$2,814		
	Speaker Phone	10	\$113	\$1,130		
	DID Lines	1	\$150	\$150		
	DN Lines	8	\$344	\$2,752		
	County Directories	32	\$155	\$4,960		
	Headsets	22	\$3	\$66		
	Long Distance	5	\$88	\$440		
	Moves/Changes(900.00) plus Install new Unit (400.00)	1	1,250	\$1,250		
				\$1,300		
7300	MOTOR POOL SERVICES					\$500
7400	SPACE RENTAL					\$77,447
7500	OTHER INTERNAL SERVICES					\$74,100
	Tax Remittance Processing Equipment ( Third Party)					
7560	DISTRIBUTION/POSTAGE					\$148,600

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME A&T TAX COLLECTION			PREPARED BY KATHY TUNEBERG	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7630	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
8300	OTHER IMPROVEMENTS					
8400	EQUIPMENT: MICROFILM READER/PRINTER					3,500

## BUD 3a

CONTRACTS		ORGANIZATION NAME A&T TAX COLLECTION			PREPARED BY KATHY TUNEBOG	
		FUND 175	AGENCY 030	ORGANIZATION 7630	DATE 01/29/92	
OBJECT CODE	CONTRACT DESCRIPTION	CONTACT PERSON		ESTIMATED AWARD	TYPE	AMOUNT
6110.0	Oregon Armored Car Service (armored pickup service)	K. Tuneberg			PSA	3,200
	American Security Alarm (alarm monitoring)	K. Tuneberg			PSA	250
	See BUD3 For Non-Contract items					25,590
6190.0	Maintenance Contract: Remittance Processing Equipment	K. Tuneberg			MNT	16,500
	Maintenance Contract: Sweda Cash Registers	K. Tuneberg			MNT	500

## BUD 1

BUDGET REQUEST	AGENCY DGS  LGFS CODE	ORGANIZATION A & T SYSTEMS PROJECT		PREPARED BY JOHN RILES	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	9481	01/29/92
OBJECT DETAIL		CURRENT BUDGET	BUDGET REQUEST	NET DIFF	
5100 PERMANENT					
5200 TEMPORARY					
5300 OVERTIME					
5400 PREMIUM PAY					
5500 FRINGE					
DIRECT PERSONAL SERVICES					
5550 INS BENEFITS					
PERSONAL SERVICES					
6050 COUNTY SUPPLEMENTS					
6060 PASS THROUGH PAYMENTS					
6110 PROFESSIONAL SERVICES					
6120 PRINTING					
6130 UTILITIES					
6140 COMMUNICATIONS					
6170 RENTALS					
6180 REPAIRS & MAINTENANCE					
6190 MAINTENANCE CONTRACTS					
6200 POSTAGE					
6230 SUPPLIES					
6270 FOOD					
6310 EDUCATION & TRAINING					
6330 TRAVEL					
6520 INSURANCE					
6530 EXTERNAL DATA PROCESSING					
6550 DRUGS					
6580 CLAIMS PAID					
6590 JUDGEMENTS					
6610 AWARDS & PREMIUMS					
6620 DUES & SUBSCRIPTIONS					
7810 DEBT RETIREMENT					
7820 INTEREST					
DIRECT MATERIALS AND SERVICES					
7100 INDIRECT COSTS(at .0399 of PER, M&S,7xxx)			35,224	35,224	
7150 TELEPHONE					
7200 DATA PROC SERVICES		860,000	882,800	22,800	
7300 MOTOR POOL SERVICES					
7400 BLDG. MGT. SERVICES					
7500 OTHER INT. SERVICES					
7560 DISTRIBUTION/POSTAGE					
INTERNAL SVC. REIMBURSEMENTS		860,000	918,024	58,024	
TOTAL MATERIAL/SERVICES		860,000	918,024	58,024	
8100 LAND					
8200 BUILDINGS					
8300 OTHER IMPROVEMENTS					
8400 EQUIPMENT					
CAPITAL OUTLAY					
DIRECT BUDGET		0	0	0	
TOTAL BUDGET		860,000	918,024	58,024	

BUD92SP

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME			PREPARED BY	
		A & T SYSTEMS PROJECT			JOHN RILES	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	9481	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6110	PROFESSIONAL SERVICES Contract professional services, Repairs & maintenace, Supplies, Training					882,800

**BUD 1**

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION Board Of Equalization		PREPARED BY CAL SMITH	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	7690	01/30/92
OBJECT DETAIL		CURRENT BUDGET 91-92	BUDGET REQUEST 92-93	NET DIFF	
5100 PERMANENT		40,581	44,786	4,205	
5200 TEMPORARY		23,219	25,746	2,527	
5300 OVERTIME		0		0	
5400 PREMIUM PAY		0		0	
5500 FRINGE		12,790	12,146	(644)	
<b>DIRECT PERSONAL SERVICES</b>		76,590	82,678	6,088	
5550 INS BENEFITS		6,030	5,897	(133)	
<b>PERSONAL SERVICES</b>		82,620	88,575	5,955	
6050 COUNTY SUPPLEMENTS		0		0	
6060 PASS THROUGH PAYMENTS		0		0	
6110 PROFESSIONAL SERVICES		49,372	52,648	3,276	
6120 PRINTING		2,550	4,000	1,450	
6130 UTILITIES		0		0	
6140 COMMUNICATIONS		0		0	
6170 RENTALS		0		0	
6180 REPAIRS & MAINTENANCE		200	400	200	
6190 MAINTENANCE CONTRACTS		0		0	
6200 POSTAGE (See 7560)		0	0	0	
6230 SUPPLIES		1,000	1,200	200	
6270 FOOD		0		0	
6310 EDUCATION & TRAINING		200	450	250	
6330 TRAVEL		162	162	0	
6520 INSURANCE		0		0	
6530 EXTERNAL DATA PROCESSING		0		0	
6550 DRUGS		0		0	
6580 CLAIMS PAID		0		0	
6590 JUDGEMENTS		0		0	
6610 AWARDS & PREMIUMS		0		0	
6620 DUES & SUBSCRIPTIONS		0		0	
7810 DEBT RETIREMENT		0		0	
7820 INTEREST		0		0	
<b>DIRECT MATERIALS AND SERVICES</b>		53,484	58,860	5,376	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)		0	6,740	6,740	
7150 TELEPHONE		2,400	2,221	(179)	
7200 DATA PROC SERVICES		0	0	0	
7300 MOTOR POOL SERVICES		0	0	0	
7400 BLDG. MGT. SERVICES (1333 sq ft @ 1.32)		0	1760	1,760	
7500 OTHER INT. SERVICES		0	0	0	
7560 DISTRIBUTION/POSTAGE		16,253	17,500	1,247	
<b>INTERNAL SVC. REIMBURSEMENTS</b>		18,653	28,221	9,568	
<b>TOTAL MATERIAL/SERVICES</b>		72,137	87,081	14,944	
8100 LAND		0		0	
8200 BUILDINGS		0		0	
8300 OTHER IMPROVEMENTS		0	0	0	
8400 EQUIPMENT		0	0	0	
<b>CAPITAL OUTLAY</b>		0	0	0	
<b>DIRECT BUDGET</b>		130,074	141,538	11,464	
<b>TOTAL BUDGET</b>		154,757	175,656	20,899	

		ORGANIZATION Board Of Equalization		DATE 01/29/92
		FUND 175	AGENCY 030	ORGANIZATION 7690
		PREPARED BY CAL SMITH		
FTE	JOB TITLE	JOB NO.		BASE
0.58	OFFICE ASSISTANT 2	6001		11,399
1.0	BD OF EQUALIZATION ADMINISTRATOR	9004		33,387
2.5		TOTAL		44,786



## BUD 2

PERSONNEL DETAIL			ORGANIZATION Board Of Equalization			DATE 01/29/92	
			FUND 175	AGENCY 030	ORGANIZATION 7690	PREPARED BY CAL SMITH	
FTE	JOB TITLE	JOB NO.	NAME	BASE	FRINGE		TOTAL
					DIR	IND	
0.6	OFFICE ASSISTANT 2	6001	GALLOWAY, MARION	11,399	3,091	1,863	16,353
1.0	BD OF EQUALIZATION ADMIN	9004	RUDOLPH, SHERRILL	33,387	9,055	4,034	46,476
NOTE: FIGURES IN SHADED BOXES WILL TRANSFER TO CORRESPONDING LINE NUMBERS ON THE BUD 1 FORM			PERMANENT	5100	12,146	5,897	62,829
				44,786			
			TEMPORARY	5200			25,746
				25,746			
			OVERTIME	5300			0
			PREMIUM	5400			0
			TOTAL	70,532	12,146	5,897	88,575

OBJECT DETAIL		ORGANIZATION NAME			PREPARED BY	
		Board Of Equalization			CAL SMITH	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7690	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
5100	PERMANENT 1.58 FTE (BD OF EQUALIZATION ADMINISTRATOR & .58 OA2)					44,786
5200	TEMPORARY					25,746
				1 OA2 @ 1035 hrs @ \$8.31	8600	
				2 OA2 @ 104 hrs @ \$8.31	1728	
				3 OA2 @ 552 hrs(69 days) @ \$6.50	10764	
				1 OA2 @ 560 hrs(70 days) @ \$8.31	4654	
					25,746	

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME			PREPARED BY	
		Board Of Equalization			CAL SMITH	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7690	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6110	PROFESSIONAL SERVICES      Board members and Outside Appraiser					\$52,648
	Six Board Members @ 70 days @ \$84.00					35,280
	Three Board Members @ 55 days @ \$84.00					13,860
	Three Board Members @ 4 days @ \$84.00					1,008
	Outside appraiser to assist BOE members required by ORS 309.024					2500
6120	PRINTING AND REPRODUCTION					\$4,000
6180	REPAIRS & MAINTENANCE					\$400
6200	POSTAGE (See 7560)					\$0
6230	OFFICE SUPPLIES					\$1,200

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME Board Of Equalization			PREPARED BY CAL SMITH	
		FUND 175	AGENCY 030	ORGANIZATION 7690	DATE 01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6310	EDUCATION & TRAINING TOTAL OACC County Cleck 1 person (registration, lodging, mileage,per diem)					450

**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME			PREPARED BY	
		Board Of Equalization			CAL SMITH	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7690	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
6330	LOCAL TRAVEL AND MILEAGE					\$162

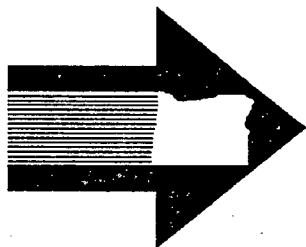
**BUD 3**

OBJECT DETAIL		ORGANIZATION NAME			PREPARED BY	
		Board Of Equalization			CAL SMITH	
		FUND	AGENCY	ORGANIZATION	DATE	
		175	030	7690	01/29/92	
OBJECT CODE	EXPLANATION					AMOUNT
7150	TELEPHONES					\$2,221
	DID Line			1 @\$344	\$344	
	DN Line			2 @\$155	\$310	
	SL1			3 @\$201	\$603	
	Long Distance(200) and Street address directories(500)				\$700	
	Headset			3 @\$88	\$264	
				SUM	\$2,221	
7400	COUNTY BUILDING SPACE 1333 SQ FT @ 1.32					\$1,760
7560	DISTRIBUTION/POSTAGE					\$17,500

## BUD 1

BUDGET REQUEST	AGENCY DES  LGFS CODE	ORGANIZATION Tax Title		PREPARED BY CAL SMITH	
		FUND	AGENCY	ORGANIZATION	DATE
		175	030	5655	02/01/92 BUD92TAX.WK3
OBJECT DETAIL		CURRENT BUDGET 1991-92	1992-93 BUDGET	NET DIFF	
5100 PERMANENT		113,960	118,366	4,406	
5200 TEMPORARY		0	0	0	
5300 OVERTIME		0	0	0	
5400 PREMIUM PAY		0	0	0	
5500 FRINGE		30,769	32,102	1,333	
<b>DIRECT PERSONAL SERVICES</b>		144,729	150,468	5,739	
5550 INS BENEFITS		27,230	28,177	947	
<b>PERSONAL SERVICES</b>		171,959	178,645	6,686	
6050 COUNTY SUPPLEMENTS		0	0	0	
6060 PASS THROUGH PAYMENTS		0	0	0	
6110 PROFESSIONAL SERVICES		21,000	20,000	(1,000)	
6120 PRINTING		0	1,000	1,000	
6130 UTILITIES		2,200	2,500	300	
6140 COMMUNICATIONS		0	0	0	
6170 RENTALS		0	0	0	
6180 REPAIRS & MAINTENANCE		110,000	200,000	90,000	
6190 MAINTENANCE CONTRACTS		0	0	0	
6200 POSTAGE (See 7560)		0	0	0	
6230 SUPPLIES		1,000	1,000	0	
6270 FOOD		0	0	0	
6310 EDUCATION & TRAINING		0	0	0	
6330 TRAVEL		750	750	0	
6520 INSURANCE		0	0	0	
6530 EXTERNAL DATA PROCESSING		0	0	0	
6550 DRUGS		0	0	0	
6580 CLAIMS PAID		0	0	0	
6590 JUDGEMENTS		0	0	0	
6610 AWARDS & PREMIUMS		0	0	0	
6620 DUES & SUBSCRIPTIONS		0	500	500	
7810 DEBT RETIREMENT		0	0	0	
7820 INTEREST		0	0	0	
<b>DIRECT MATERIALS AND SERVICES</b>		134,950	225,750	90,800	
7100 INDIRECT COSTS (at .0399 of PER,M&S,7xxx)		0	16,718	16,718	
7150 TELEPHONE		2,250	2,500	250	
7200 DATA PROC SERVICES		0	0	0	
7300 MOTOR POOL SERVICES		23,363	5,000	(18,363)	
7400 BLDG. MGT. SERVICES (1600 sq ft @ 1.32)		0	2112	2,112	
7500 OTHER INT. SERVICES		0	0	0	
7560 DISTRIBUTION/POSTAGE		4,640	5,000	360	
<b>INTERNAL SVC. REIMBURSEMENTS</b>		30,253	31,330	1,077	
<b>TOTAL MATERIAL/SERVICES</b>		165,203	257,080	91,877	
8100 LAND		0	0	0	
8200 BUILDINGS		0	0	0	
8300 OTHER IMPROVEMENTS		30,000	0	(30,000)	
8400 EQUIPMENT		5,500	0	(5,500)	
<b>CAPITAL OUTLAY</b>		35,500	0	(35,500)	
<b>DIRECT BUDGET</b>		284,319	376,218	91,899	
<b>TOTAL BUDGET</b>		372,662	435,725	63,063	

# **1992 Property Tax Program Grant Document Detail and Instructions**



**OREGON**  
DEPARTMENT OF REVENUE

150-338-402 (Rev. 12-91)



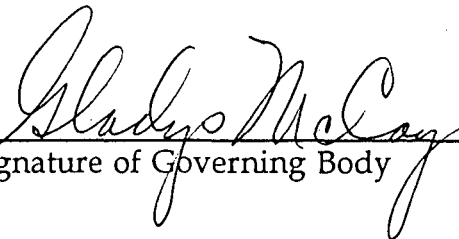
## GRANT DOCUMENT RESOLUTION

Multnomah County is applying to the Department of Revenue in order to participate in the Assessment and Taxation Grant. This grant provides funding for counties to help them come into compliance or remain in compliance with ORS 308.027, 308.232, 308.234, Chapters 309, 310, 311, 312, and other laws requiring equity and uniformity in the system of property taxation.

Multnomah County has undertaken a self-assessment of its compliance with the laws and rules which govern the Oregon property tax system.

Multnomah County is generally in compliance with ORS 308.027, 308.232, 308.234, Chapters 309, 310, 311, 312, and other laws requiring equity and uniformity in the system of property taxation. Where the county is not in compliance, a plan or an amended plan has been or is being submitted to the department for approval. Where there is a plan in place, the county is in compliance with the plan as approved by the Department of Revenue.

The Property Tax Grant Document has been reviewed by the county governing body and constitutes the county's program to maintain and achieve compliance with the requirement of the Oregon property tax system. Multnomah County designates Janice Druian, phone number 248-3090, as the county contact person for this grant document.

  
Signature of Governing Body

2/20/92  
Date Signed



## GRANT DOCUMENT STAFFING REPORT

County	Approved FTE's Current Year	Budgeted FTE's Coming Year	Change (plus or Minus)
<b>ADMINISTRATIVE STAFF (Assessor, Support)</b>	4	4	
<b>ASSESSMENT RECORDS STAFF:</b>			
<b>APPRAISAL STAFF:</b>			
Chief Appraisers	2	2	
Appraiser Supervisors	8	9	
Residential appraisers	21	21	
Commercial/industrial appraisers	17	17	
Farm/Forest/Rural Appraisers	2	2	
Mobile Home Appraisers	1	1	
Personal Property Appraisers/Specialists	9	9	
Sales Data analysts	2	2	
Other appraisers			
Exemption analysts	1	1	
Clerical Support	22	22	
<b>TOTAL APPRAISAL STAFF</b>	85	86	+1
<b>TAX COLLECTION STAFF:</b>			
Real Property	23	23	
Personal Property	4.5	5.5	
Tax Distribution	1.5	1.5	
<b>TOTAL TAX COLLECTION STAFF</b>	29	30	+1
<b>CARTOGRAPHY STAFF</b>	1	1	
Cartographic Supervisor	1	1	
Lead Cartographer	0	0	
Cartographer	4	4	
Deed or Abstract Clerk	14	14	
<b>TOTAL CARTOGRAPHY STAFF</b>	20	20	
<b>CLERK/BOE/BORR</b>	2	2	
<b>A &amp; T DATA PROCESSING STAFF</b>	22.37	20.86	-1.5
<b>TOTAL A &amp; T STAFF</b>	162.37	167.86	+4.9

Please explain any staffing changes made to the above categories for the approved current year.

## NUMBER OF ACCOUNTS

## Totals

## OTHER APPRAISALS

## Number of:

Real Property Accounts . . . . .	220,244
Personal Property Accounts . . . . .	24,120
Utility Accounts . . . . .	74

New construction Accounts . . . . .	6,500
Segregations . . . . .	2,257
Disqualifications from special assessment . . . . .	15-20
Exemptions requiring application . . . . .	390
Other exemptions . . . . .	954

## APPEAL WORK

## Number of:

Petitions to BOE . . . . .	7,300
Petitions to BORR . . . . .	N/A
Petitions to DOR . . . . .	1,050
Petitions to Tax Court . . . . .	50

## BOARDS

Boards of Equalization . . . . .	3
Boards of Ratio Review . . . . .	7

Please Include a copy of the assessor's report as required by ORS 308.050

MULTNOMAH COUNTY

EXPENDITURES FOR:	VALUATION	RECORDS ASSESSMENT	BOARDS OF EQUALIZATION	TAX COLLECTION & DISTRIBUTION	CADASTRAL MAPPING	DATA PROCESSING	TOTAL
1. Personal Services *1	4,050,575	790,928	88,575	1,149,748		470,382	6,550,209
2. Materials & Service*1	475,352	359,457	86,919	699,334		2,306,463	3,927,524
3. Cost of Transportat*2 (Do Not Include in Materials & Services or Capital Outlay)	100,969	890	162	7,225		1,440	110,686
4. Capital Outlay (Do Not Include in Materials & Services)	350	4,600	0	3,500		76,732 *3	85,182
5. TOTAL	4,627,246	1,155,875	175,656	1,859,807	0	2,855,018	10,673,601

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

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

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

☐ The rate per mile used in the County with an estimate of miles driven.

Rate per Mile \_\_\_\_\_ Est. of Miles \_\_\_\_\_

\*3 Data Processing And Capital Outlay Includes Personal Services And Materials & Services For All New Data Processing Development And All Data Processing 4

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

5 Specify The Method Used To Determine Indirect Costs:

☒ Percent Amount Approved By A Federal Granting Agency.

\_\_\_\_\_ .03994 of \_\_\_\_\_ 10,182,151  
(INCLUDED IN TOTALS ABOVE)

☐ 5 Percent of Total Direct Expenditures Less Capital Outlay.

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

\*6 Total Eligible For Grant \_\_\_\_\_ \$10,673,601

7 Total Expenditures Certified For Consideration In Grant  
(Total of 5 and 6) \_\_\_\_\_ \$10,673,601

# **MULTNOMAH COUNTY**

**1992 / 93 COMPLIANCE PLAN**

**REVISIONS AND ADJUSTMENTS**

**GRANT DOCUMENT  
COMPLIANCE PLAN REVISIONS**

**APPRAISAL SECTION:**

The appraisal section has added an additional supervisor in the commercial appraisal area during the 91/92 year as a step towards achieving our goal of improved quality in appraisals.

No new areas of non compliance have been identified and previous plans are still on schedule.

**GRANT DOCUMENT  
STAFFING REPORT (CONTINUED)**

In the Tax Collection Section of the 1992/93 budget a request is being made to add another Personal Property Collector (Tax Collection Specialist). This additional position was requested in 1991/92 and subsequently cut due to budgetary shortfalls anticipated by Measure 5 implementation. See attached memo.

The basis for the original request that still exists is Multnomah County averages \$3-4 million in delinquent personal property taxes. This is primarily due to a lack of personnel dedicated to this function.

At this time we propose hiring 1 additional personal property tax collector. If subsequent review showed less than a 50% reduction after 2 years we would consider requesting another personal property tax collector. Currently there are other counties with far fewer accounts that have a larger staff dedicated to personal property tax collection.

We would anticipate filling this position in July 1992. It takes at least 6 months to 1 year before this person would be fully functional.

## CARTOGRAPHY AREA

II. Was a plan submitted in last year's Grant Document for this function area?

Yes X

No \_\_\_\_

If you answered yes:

1. Are you following that plan? **Yes we are.**
2. Is your timeline still functional? **Yes.**
3. Are you proposing any adjustments to that plan? If so:
  - a. What are your proposed adjustments to achieve compliance?  
**The hiring of a new cartographer.**
  - b. What is your new timeline for hiring new staff?  
**Plan to have the new person hired by March 1, 1992.**
  - c. What is your new timeline for training until your staff is fully functional?  
**We plan to have the new person trained on maintaining the old and new maps within one (1) year of hiring. The existing staff has been trained on both sets of maps and trained on the Graphics System by Jan. 1, 1993.**
  - d. When will you be in compliance with each identified task?  
**Training as stated and all new maps in service as stated Oct. 1996.**

# **MULTNOMAH COUNTY**

**1991 / 92 COMPLIANCE PLAN**

**REVISIONS AND ADJUSTMENTS**



1991 GRANT DOCUMENT  
General Narrative  
For the Valuation Function Area

II. Was a plan submitted in last year's Grant Document for this function area?

Yes   X   No        If you answered yes:

1. Are you following that plan? Yes.
2. Is your timeline still functional? Yes.
3. Are you proposing any adjustments to that plan? If so: None proposed.
  - a. What are your proposed adjustments to achieve compliance?
  - b. What is your new timeline for hiring new staff (if applicable)? Within the fiscal year.
  - c. What is your new timeline for training until your staff is fully functional (if applicable)? No change.
  - d. When will you be in compliance with each identified task? May 1, 1996.

III. Are there newly discovered areas of noncompliance this year in this function area that were not addressed in last year's Grant Document?

Yes        No   X   If you answered yes:

1. Identify area of noncompliance:
2. What is your proposed plan to achieve compliance?
3. What is your timeline for hiring new staff (if applicable)?
4. What is your timeline for training until your staff is fully functional (if applicable)?
5. When will you be in compliance with each identified task?

IV. Attach organizational chart for Assessor's Office.

1991 GRANT DOCUMENT  
General Narrative  
For the Assessment Records Function Area

II. Was a plan submitted in last year's Grant Document for this function area?

Yes \_\_\_\_\_ No X If you answered yes:

1. Are you following that plan?
2. Is your timeline still functional?
3. Are you proposing any adjustments to that plan? If so:
  - a. What are your proposed adjustments to achieve compliance?
  - b. What is your new timeline for hiring new staff (if applicable)?
  - c. What is your new timeline for training until your staff is fully functional (if applicable)?
  - d. When will you be in compliance with each identified task?

III. Are there newly discovered areas of noncompliance this year in this function area that were not addressed in last year's Grant Document?

Yes \_\_\_\_\_ No X If you answered yes:

1. Identify area of noncompliance:
2. What is your proposed plan to achieve compliance?
3. What is your timeline for hiring new staff (if applicable)?
4. What is your timeline for training until your staff is fully functional (if applicable)?
5. When will you be in compliance with each identified task?

1991 GRANT DOCUMENT  
General Narrative  
For the Tax Collection and Distribution Function Area

II. Was a plan submitted in last year's Grant Document for this function area?

Yes   X   No        If you answered yes:

1. Are you following that plan? Yes
2. Is your timeline still functional? Yes
3. Are you proposing any adjustments to that plan? If so: No
  - a. What are your proposed adjustments to achieve compliance?
  - b. What is your new timeline for hiring new staff (if applicable)?
  - c. What is your new timeline for training until your staff is fully functional (if applicable)?
  - d. When will you be in compliance with each identified task?

III. Are there newly discovered areas of noncompliance this year in this function area that were not addressed in last year's Grant Document?

Yes   X   No        If you answered yes:

1. Identify area of noncompliance:
  2. What is your proposed plan to achieve compliance?
  3. What is your timeline for hiring new staff (if applicable)?
  4. What is your timeline for training until your staff is fully functional (if applicable)?
  5. When will you be in compliance with each identified task?
- 1) Multnomah County currently averages \$3-4 million of delinquent personal property taxes. This is due to lack of personnel.
  - 2) At this time we propose hiring 1 additional personal property tax collector. If subsequent review showed less than 50% decrease after 2 years we would possibly propose the addition of another personal property tax collector.
  - 3) The process would be started before the end of the fiscal year so the person could be on board on July 1, 1991.
  - 4) 6 months to 1 year.
  - 5) If one additional collector is all that is required compliance should be reached by the end of 1993-94.

1991 GRANT DOCUMENT  
General Narrative  
For the Cartography Function Area

II. Was a plan submitted in last year's Grant Document for this function area?

Yes   X   No        If you answered yes:

1. Are you following that plan?
2. Is your timeline still functional?
3. Are you proposing any adjustments to that plan? If so:
  - a. What are your proposed adjustments to achieve compliance?
  - b. What is your new timeline for hiring new staff (if applicable)?
  - c. What is your new timeline for training until your staff is fully functional (if applicable)?
  - d. When will you be in compliance with each identified task?

III. Are there newly discovered areas of noncompliance this year in this function area that were not addressed in last year's Grant Document?

Yes        No   X   If you answered yes:

1. Identify area of noncompliance:
2. What is your proposed plan to achieve compliance?
3. What is your timeline for hiring new staff (if applicable)?
4. What is your timeline for training until your staff is fully functional (if applicable)?
5. When will you be in compliance with each identified task?

SEE ATTACHED

1991 GRANT DOCUMENT  
General Narrative  
For the Exemptions and In Lieu of Taxes Function Area

II. Was a plan submitted in last year's Grant Document for this function area?

Yes \_\_\_\_\_ No X If you answered yes:

1. Are you following that plan?
2. Is your timeline still functional?
3. Are you proposing any adjustments to that plan? If so:
  - a. What are your proposed adjustments to achieve compliance?
  - b. What is your new timeline for hiring new staff (if applicable)?
  - c. What is your new timeline for training until your staff is fully functional (if applicable)?
  - d. When will you be in compliance with each identified task?

III. Are there newly discovered areas of noncompliance this year in this function area that were not addressed in last year's Grant Document?

Yes \_\_\_\_\_ No X If you answered yes:

1. Identify area of noncompliance:
2. What is your proposed plan to achieve compliance?
3. What is your timeline for hiring new staff (if applicable)?
4. What is your timeline for training until your staff is fully functional (if applicable)?
5. When will you be in compliance with each identified task?

1991 GRANT DOCUMENT  
General Narrative  
For the Data Processing Function Area

II. Was a plan submitted in last year's Grant Document for this function area?

Yes X No        If you answered yes:

1. Are you following that plan? Yes, pursuing alternative of developing software.
2. Is your timeline still functional? Still functional, but completion now planned according to attached schedule!
3. Are you proposing any adjustments to that plan? If so:
  - a. What are your proposed adjustments to achieve compliance? N/A.
  - b. What is your new timeline for hiring new staff (if applicable)? N/A.
  - c. What is your new timeline for training until your staff is fully functional (if applicable)? N/A.
  - d. When will you be in compliance with each identified task? April, 1993.

III. Are there newly discovered areas of noncompliance this year in this function area that were not addressed in last year's Grant Document?

Yes        No X If you answered yes:

1. Identify area of noncompliance:
2. What is your proposed plan to achieve compliance?
3. What is your timeline for hiring new staff (if applicable)?
4. What is your timeline for training until your staff is fully functional (if applicable)?
5. When will you be in compliance with each identified task?

IV. Are there any new programs to be developed this year?

Yes X No        If you answered yes:

1. Identify areas of new programs.

Appraisal X Assessment X Tax collection X  
Cartography       

2. Identify cost of new program. (For FY 1-91-92).

Personal services \$ 0 Materials and services \$ 860,000  
Capital outlay \$ 120,000 Total \$ 980,000

The total of data processing capital outlay is entered in box F-4 on form "Summary of Expenses Property Tax Program."

# MULTNOMAH COUNTY

1990 / 91 COMPLIANCE PLAN

# RESIDENTIAL

1. Identify areas of noncompliance.

The Residential Appraisal Section is out of compliance with the requirement that properties be appraised once every six years. We were one reappraisal district out of cycle for single family residences only. This is an average of approximately 3,100 vacant land accounts and 26,600 improved accounts. The reappraisal of District 4 for the May 1, 1989 roll was not completed on time and values for over 2,000 accounts were put on the roll through the Board of Equalization. Current projections are that we will not be able to complete the equivalent of one year's values for the 1990 roll. There are some other areas in which we are marginally in compliance and will require additional staff in order to insure that we do not slip further. The Department has been critical of the low percentage of interior inspections and also of the documentation supporting our on site development values. The Department also has been critical of the amount of supervisory field review of our appraisals.

2. What is your proposed plan to achieve compliance?

In order to achieve compliance and maintain that state of compliance, it is necessary to be able to reappraise one district each year for six consecutive years and to continue to reappraise one district each year indefinitely thereafter. Attachment 1 shows the current staffing for the Residential Appraisal Section and Attachment 2 shows an estimate of the staff level necessary to maintain compliance. These two documents indicate a need for 8 additional appraisers and one additional supervisor

3. What is your time line for hiring new staff (if applicable)?

Upon approval of the 1989-90 Grant Document and the correspondence <sup>W/C</sup> budget, the recruitment process can begin, but unless approval from the Board of Commissioners is received authorizing early funding of some positions, no hiring can occur before July 1, 1990. There is a current hiring list which has at least 2 acceptable candidates and if they are still available, two positions can be filled as soon as funding is available. It is expected that 8 additional appraisers can be absorbed into our system by October of 1990.

A. Provide work load measurement techniques used to arrive at proposed plan staffing levels.



RESIDENTIAL - (continued)

4. What is your time line for training until your staff is fully functional (if applicable)?

Our current recruitment policy is to fill appraisal positions from applicants with at least two years of appraisal experience. The top five candidates on our last list of applicants had an average of over 10 years experience. Although all of this experience was in the private sector and all of the applicants would have to be trained in the market related cost approach as used by our office, new hires would be productive from the start and throughout their training period working on appeals, performing sales studies, confirming sales, etc.

It has been our experience that qualified appraisers can become fully productive in our system after completing one appraisal cycle, so I estimate that by October of 1991 all our new hires will be trained. For some time after this period however, these newly trained appraisers will require closer supervision and without the additional supervisory position, we may not be able to provide that.

5. When will you be in compliance with each identified task?

When we are staffed to the extent that we can complete the reappraisal of one district each year, while also appraising new construction, responding to appeals, and performing all other functions of our office, and can continue this for six years in a row, we will be in compliance. The staffing level required for this is that shown in Attachment 2. Assuming that staff is in place as described in the response to question number 4 above, the latest we will be in compliance is May 1, 1996.

When we fell out of compliance with the May 1, 1987 Assessment Roll and were required to reappraise most of our appraisal District 3, we anticipated that we would be able to appraise District 3 again for the 1988 roll and complete the reappraisal of each of the remaining districts one year at a time and be back in compliance after the completion of District 2 for the May 1, 1993 roll. We completed the reappraisal of District 3 (less than the complete district was required to be reappraised) on time for the 1988 roll. We did not complete the reappraisal of District 4 in time for the 1989 roll, but we did complete the reappraisal after May 1 and put the values on through the Board of Equalization. Clearly, we are not able to complete one year's work in one year with the current staff so it is unlikely that we will meet our original goal.

# SALES RATIO

1. Identify areas of noncompliance.

While we are not really in noncompliance, a small percentage of residential, farm, etc. sales are being confirmed. Since the Sales Ratio department forms the base for sales data for the valuation staff, a higher percentage of such sales should be confirmed.

2. What is your proposed plan to achieve compliance?

In order to achieve a higher degree of compliance, we propose to hire an additional employee in this section.

3. What is your time line for hiring new staff (if applicable)?
  - A. Provide work load measurement techniques used to arrive at proposed plan staffing levels.

New staff will be hired by July 1, 1990. This person will be responsible mainly for the confirmation of sales. This should raise the confirmation level approximately 20% on the group of sales currently with low confirmation levels.

4. What is your time line for training until your staff is fully functional (if applicable)?

Training time should last approximately one year, the length of time required to complete one ratio year.

5. When will you be in compliance with each identified task?

Higher compliance should be seen by the March, 1991 Ratio Study.

# DATA PROCESSING

1. Identify areas of noncompliance:

(306.125) Multiple tax codes on a single tax account are not supported in the current system. (311.105, .135, .140) Offsite protected storage is not provided. (311.505 et al.) Interest on omitted property is not calculated correctly in the system today. Also, several areas minimally comply with the law today, but they should be supported by an on-line, efficient system in order to be effective and avoid timing inaccuracies (e.g.: foreclosure list publication, on-line access to indices, and on-line availability of all voucher information).

2. What is your proposed plan to achieve compliance?

Purchase or develop computer software to provide the required functionality available on-line or batch as appropriate. Purchase micro-computer based systems to replace obsolete equipment and provide required system access and support for A & T functions (Cash register, remittance processor, data entry system, et al.).

3. What is your time line for hiring new staff (if applicable)?

July 1, 1990 - September 1, 1990.

4. What is your time line for training until your staff is fully functional (if applicable)?

September 1, 1990 - October 31, 1991

5. When will you be in compliance with each identified task?

Estimated July, 1992 new computer software will be completed and implemented.

6. If your plan includes the purchase of hardware or software, please indicate performance statistics on requested equipment on the following page.

# CARTOGRAPHY

- 1) Identify areas of non-compliance:

Multnomah County maps and records do not meet the State Standards.

2. Plan to achieve compliance:

Multnomah County has signed a Re-appraisal Mapping Contract with the Oregon Department of Revenue to achieve compliance and standardization of maps and records.

3. Staffing requirements:

The additions of one (1) more Cartographer to the existing staff of four (4) in August, 1990.

4. Staff training:

The existing staff will be trained by October, 1990, and the new employee will be trained by August, 1991.

5. Compliance achieved:

All maps and records will be in compliance by October, 1996.

# TAX COLLECTIONS

1. Identify areas of noncompliance.

Multnomah County personal property delinquent tax collection; issuance of personal property warrants and cancellation of uncollectible personal property taxes are not in complete compliance with the applicable statutes (311.547, 311.610, 311.615, 311.625, 311.790).

2. What is your proposed plan to achieve compliance?

Due to the volume of payments received in November and the length of time it takes to get them posted and make necessary adjustments, it has not been possible to issue delinquent personal property tax notices or warrants for the November trimester.

There are also many delinquent personal property tax accounts with uncollectible balances that are older than three years that have not been canceled.

The requested position would be responsible for expediting the payment process; issuing, mailing and tracking delinquent notices and warrants and canceling uncollectible personal property taxes.

3. What is your time line for hiring new staff (if applicable)?

Add (1) one Office Assistant II to existing staff at the beginning of the 1990-91 fiscal year.

4. What is your time line for training until your staff is fully functional (if applicable)?

N/A

5. When will you be in compliance with each identified task?

Delinquent personal property tax collection will be in compliance by the end of the 1990-91 fiscal year.

The backlog of uncollectible personal property taxes should be current by the 1991-92 fiscal year.

# PERSONAL PROPERTY

1) Identify areas of non-compliance:

- A. The Personal Property Section is currently unable to assess more than 75%-80% of eligible accounts by May 1 of each year. In the past, many accounts were added to the roll through the Board of Equalization Blanket Petitions and the Omitted Property Statutes.
- B. Due to the large volume of accounts and the lack of sufficient staff, only a small portion of the county can be field checked for new accounts each year. This has resulted in new and existing accounts going undetected and unassessed.
- C. Currently approximately 85% of the houseboats, (floating properties), have not been physically reappraised in 10 or more years.

2) What is your proposed plan to achieve compliance:

- A. Increase efficiency in the processing of accounts through additional personnel, data processing system upgrades, and better system controls.
- B. Increase field listing activities to improve discovery of new accounts.
- C. Implement a program to appraise the houseboats, (floating properties), in a 6 year cycle.

3) What is your time line for hiring new staff:

Recruiting and testing should be complete prior to July 1, 1990 so that interviews can begin in July and hiring can begin soon after. Useful production should begin in 3 months and full production within 1 year, (one full cycle).

PERSONAL PROPERTY (continued)

- 4) What is your time line for training until your staff is fully functional:

Due to the broad range of knowledge necessary to function as a Personal Property Appraiser, we may be forced to hire Personal Property Appraisal Technicians. The time line for training Technicians to process simple returns is only a few weeks, however, the necessary training to become fully functional as an Appraisal Technician, in all procedures is one full cycle.

- 5) When will you be in compliance with each identified task:

- A. With planned staff additions, an increased level of "return processing" should take place for the 1991 assessment year. Additional increases should be realized in 1992 and 1993 as enhancements and improvements are made to systems and procedures.
- B. An increase in field checking should begin in 1991 and will remain at an increased level as long as improved staffing level is maintained.
- C. Houseboat, (floating properties), reappraisal has already begun on a limited basis and should increase in 1991. It is anticipated that all houseboat, (floating property), reappraisals should be completed by 1994 and will continue on a 6 year cycle.

# EXEMPTIONS

In compliance in all areas



# COMMERCIAL / INDUSTRIAL

## 1) Identify areas of non-compliance:

The appraisal work of the Commercial Section has been streamlined to the point where the cost and market approaches were rarely utilized. Even with these short cuts, the section did not complete the re-appraisal of District 5 by May 1, 1989. However, the remainder of the district work was finished in time to add the balance to the roll through the Board of Equalization Blanket Appeal. This process in turn forced a delayed start to the re-appraisal work in District 6. With the start of District 6, the appraisers were advised to begin using a market approach, with the income approach when appropriate. This commitment to improved quality and our late start has put the section much further behind than on the same date in 1989. It is apparent that District 6 will not be finished by May 1, 1990 and a decision has been made to cut off district work on April 1, 1990 in order to provide the necessary time to work Assessor's Appeals.

Another area of work within the Commercial Section which must be addressed is the market directed requirement to establish commercial neighborhoods. This need is very apparent when District 6 is examined. In one area we have the decay and decline of a commercial area of the inter-city and in another we have the growth, development and positive changes in Rivergate. The establishment of neighborhoods will necessitate the ongoing responsibility of providing annual appraisal ratio studies in those areas with limited sales activity.

District appraisal work, the need to establish commercial neighborhoods and the requirement to allocate sufficient time and resources to provide a higher level of service in both Assessor's Appeals and Board of Equalization activities all dictate the need for additional appraisal staff.

## 2) What is your proposed plan to achieve compliance:

Increased staffing will provide the means to complete the mandated re-appraisal of the County in a six year period, using all approaches to value when appropriate. It will also allow the development of neighborhoods so that out of district value adjustment can be made to the appropriate market designated portions of the County. In addition, increased staffing will provide a satisfactory level of service to our property owners in the form of the "assessor appeal" and provide for a higher degree of support of commercial values at the Board of Equalization.

COMMERCIAL/INDUSTRIAL (continued)

- 3) What is your time line for hiring new staff:

It is anticipated that recruiting and testing will be in place so hiring can begin on, or soon after, July 1, 1990. Two appraisers should be hired in July and two others in August or September, 1990.

- 4) What is your time line for training until your staff is fully functional:

Past experience has indicated that experienced commercial appraisers can be recruited and hired. If past practice can be followed, we will hire experienced appraisers who can, after limited introduction to office procedures, become productive in a very short time. This training however, will not be finished until the new appraisers complete a full cycle and experience the full variety of appraisal responsibilities.

- 5) When will you be in compliance with each identified task:

District Appraisal Production should be at a level sufficient to maintain a six year cycle by the beginning of work on District #1. (1991). This however, does not mean a return to the current cycle.

A computer generated cost approach will be included in the new appraisal system proposed for development by Multnomah County. This system should be on-line and in use for work in District 3 or 4, (1993-1994).

Neighborhood definition should begin with the 1990 appraisal year with support provided for District #1. In the second year, two additional districts will be defined and support provided to Districts 6, 2, and 3; and in the third year all districts will be defined and support provided to Districts 6, 1, 3, and 5.

In addition to the above, the Commercial Section will begin providing a higher level of support for both Board of Equalization and Assessor's Appeals. In past years, Assessor's Appeals were worked only if time was available and support to the Board of Equalization was provided only on appeals specifically requested from The Board Chairman. The section will also take a more pro-active position and begin to screen and appeal Board decisions which appear to be clearly in error.

Meeting Date FEB 20 1992  
Agenda No.: R-2

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: SE 134th Avenue/Deed for Dedicated Road Purposes-Order Accepting Deed

BCC Informal \_\_\_\_\_ (date) BCC Formal \_\_\_\_\_ (date)

DEPARTMENT Environmental Services DIVISION Transportation

CONTACT Bob Pearson TELEPHONE Ext. 3838

PERSON(S) MAKING PRESENTATION Bob Pearson

ACTION REQUESTED:

/ INFORMATIONAL ONLY / POLICY DIRECTION /X APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

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

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

Request by Director of DES that the Chair be authorized to execute deed for certain county owned property to the public for dedicated road purposes.

2/25/92 2ND ORIGINAL RETURNED WITH  
ORIGINAL DEED FOR LARRY NICHOLAS  
SIGNATURE AND SENDING TO RECORDING  
(If space is inadequate, please use other side)

SIGNATURES:

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

Or

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

(All accompanying documents must have required signatures)

3706V/2396W

BOARD OF  
COUNTY COMMISSIONERS  
1992 FEB 11 PM 2:36  
MULTNOMAH COUNTY  
OREGON



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES  
TRANSPORTATION DIVISION  
1620 S.E. 190TH AVENUE  
PORTLAND, OREGON 97233  
(503) 248-5050

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

January 27, 1992

Board of County Commissioners  
606 County Courthouse  
Portland, Oregon 97204

RE: Deed and Order Authorizing  
Deed for Dedicated Road Purposes  
S.E. 134th Avenue/Item No. 92-10

Dear Commissioners:

A certain parcel of real property now owned by Multnomah County is required for road purposes.

Therefore, it is recommended that the Chair of the Board of County Commissioners be authorized to execute the attached Deed of Dedication, and that the executed Order and the Deed be forwarded to the Recording Office for recording purposes.

Thank you.

Very truly yours,

PAUL YARBOROUGH  
Director  
Dept. of Environmental Services

PY/RLP/js

Encls.: Deed of Dedication and  
Order Authorizing Deed

2396W

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Execution and  
Acceptance of a Deed from Multnomah  
County Conveying to the Public  
Certain Real Property For Dedicated  
Road Purposes.

) ORDER AUTHORIZING EXECUTION  
) AND ACCEPTANCE OF DEED  
) FOR DEDICATED ROAD PURPOSES  
) 92-30  
)  
)  
) S.E. 134TH AVENUE  
) ITEM NO. 92-10

The above entitled matter is before the Board of County Commissioners to consider the execution of a Deed of Dedication conveying certain real property to the use of the public for road purposes; and

It appearing to the Board at this time that Multnomah County does not desire to utilize said property for the establishment of a county road, but that the premises are suitable as a dedicated street; and

It further appearing that it would be to the best interest of Multnomah County to executed said deed conveying certain real property to the public, and to accept said deed for dedicated street purposes, and that the Director of the Department of Environmental Services has recommended that said deed be executed, and said property be accepted for use as a dedicated street, but not a county road;

NOW, THEREFORE, IT IS HEREBY ORDERED, that the Chair of the Board of County Commissioners of Multnomah County, Oregon, be authorized to executed said deed of Multnomah County, conveying to the public the following described real property, situated in the county of Multnomah, state of Oregon, to-wit:

A portion of Lot 10, LAMARGENT PARK NO. 2, a recorded plat, recorded June 26, 1903, in Book 308, Page 24, Plat Records of Multnomah County, Oregon, situated in the southeast one-quarter of Section 14, T1S, R2E, W.M., Multnomah County, Oregon, more particularly described as follows:

The northerly 185.00 feet of the southerly 225.00 feet of the easterly 74.00 feet of said Lot 10.

Containing 13,690 square feet, more or less.

BOARD ORDER  
S.E. 134th Avenue  
North of S.E. Foster Road  
Item No. 92-10  
Page 2



DATED 20th day of February, 1992.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

*Gladys McCoy*  
GLADYS MCCOY/Chair

LARRY F. NICHOLAS, P.E.  
County Engineer  
for Multnomah County, Oregon

*Larry F. Nicholas*

REVIEWED:

LAURENCE KRESSEL  
County Counsel  
for Multnomah County, Oregon

By *John L. DuBay*  
JOHN L. DuBAY  
Asst. Chief County Counsel

AFTER RECORDING RETURN TO:

IKE AZAR  
TRANSPORTATION DIVISION/425

2396W

S.E. 134TH AVENUE  
North of S.E. Foster Road  
Item No. 92-10  
January 27, 1992

DEED FOR ROAD PURPOSES

MULTNOMAH COUNTY conveys to MULTNOMAH COUNTY, a political subdivision of the State of Oregon, for road purposes, the following described property:

A portion of Lot 10, LAMARGENT PARK NO. 2, a recorded plat, recorded June 26, 1903, in Book 308, Page 24, Plat Records of Multnomah County, Oregon, situated in the southeast one-quarter of Section 14, T1S, R2E, W.M., Multnomah County, Oregon, more particularly described as follows:

The northerly 185.00 feet of the southerly 225.00 feet of the easterly 74.00 feet of said Lot 10.

Containing 13,690 square feet, more or less.

As shown on attached map marked EXHIBIT "A", and hereby made a part of this document.

The true and actual consideration for this conveyance is \$0.00.

S.E. 134TH AVENUE  
North of S.E. Foster Road  
Item No. 92-10  
January 27, 1992  
Page 2

DATED this 20th day of February, 19 92.



MULTNOMAH COUNTY, OREGON

By

Gladys McCoy  
GLADYS MCCOY/Chair  
Board of County Commissioners  
for Multnomah County, Oregon

REVIEWED:

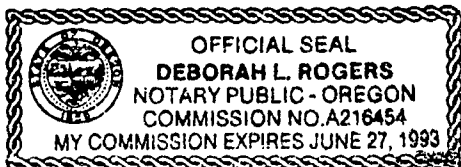
LAURENCE KRESSEL  
County Counsel  
for Multnomah County, Oregon

By:

John DuBay  
JOHN DuBAY  
Chief Asst. County Counsel

STATE OF OREGON County of Multnomah

SIGNED BEFORE ME February 20, 19 92, personally appeared  
Gladys McCoy, who, being sworn, stated  
that she is the Chair of the Board of County Commissioners for Multnomah  
County, Oregon, and that this instrument was voluntarily signed in behalf of said  
county by authority of its Board of County Commissioners. Before me:



Deborah L. Rogers  
Notary Public for said State

My Commission expires June 27, 19 93

0532W/2396W



EXHIBIT 'A'



IS 2E 14DC

SE FOSTER ROAD

ROSIER FARM

ESTATES

SE 134th AVE

Partition Plat

DEDICATION

(10')

A

L 10

SURVEY  
-180.21'

S. 88° 24' 50" E.

Parcel 2  
28.488 ±

Parcel 1  
81.53 ±

S. 88° 07' 54" E.

Parcel 1  
17.280 ±

Parcel 2  
52.67 ±

Parcel 1  
154.97 ±

Parcel 2  
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Meeting Date FEB 20 1992

Agenda No.: R-3

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Traffic Signal Maintenance and Operations Agreement

BCC Informal \_\_\_\_\_ (date) \_\_\_\_\_ BCC Formal \_\_\_\_\_ (date) \_\_\_\_\_

DEPARTMENT Environmental Services DIVISION Transportation

CONTACT Robert Johnson TELEPHONE 248-3588

PERSON(S) MAKING PRESENTATION Robert Johnson

ACTION REQUESTED:

/ / INFORMATIONAL ONLY / / POLICY DIRECTION /X/ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 2 minutes

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

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

This is an Agreement with the city of Lake Oswego for the maintenance and operation of the traffic signal at the intersection of SW 49th Ave. and McNary Parkway. The county will bear 100% of the cost of maintenance and power consumption, estimated to be \$100 per month, and Lake Oswego will bear 100% of the cost of providing electrical power to the traffic signal.


2/28/92 originals to Robert Johnson  
(If space is inadequate, please use other side)

SIGNATURES:

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

Or

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



(All accompanying documents must have required signatures)

3706V/1667T

BOARD OF  
COUNTY COMMISSIONERS  
1992 FEB 11 PM 2:38  
MULTNOMAH COUNTY  
OREGON



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 301642

Amendment #

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services under \$10,000	<input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Intergovernmental Agreement <p><b>RATIFIED</b>  <b>Multnomah County Board</b>  <b>of Commissioners</b>          R-3 February 20, 1992</p>

Contact Person Robert E. Johnson Phone 248-3588 Date January 27, 1992

Department Environmental Services Division Transportation Bldg/Room 425

Description of Contract Agreement with City of Lake Oswego for City to pay cost of electrical energy and County to pay cost of maintenance for traffic signal located at SW 49th Ave. and McNary Parkway.

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

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

Contractor Name City of Lake Oswego

Mailing Address PO Box 369

Lake Oswego, OR 97034

Phone 635-0270

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

Effective Date Upon execution

Termination Date \_\_\_\_\_

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

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

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

## Payment Term

- ☐ Lump Sum \$ \_\_\_\_\_  
☐ Monthly \$ \_\_\_\_\_  
☒ Other \$ Approx. \$100/per month for  
signal maintenance  
☐ Requirements contract - Requisition required.  
 Purchase Order No. \_\_\_\_\_  
☐ Requirements Not to Exceed \$ \_\_\_\_\_

## REQUIRED SIGNATURES:

Department Manager [Signature] Date 1-29-92

Purchasing Director  
(Class II Contracts Only) [Signature] Date \_\_\_\_\_

County Counsel [Signature] Date 1/31/92

County Chair/Sheriff [Signature] Date 2/20/92

VENDOR CODE				VENDOR NAME					TOTAL AMOUNT		\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND	
01.	150	030	6530		6180							
02.												
03.												

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING    CANARY - INITIATOR    PINK - CLERK OF THE BOARD    GREEN - FINANCE

## **TRAFFIC SIGNAL MAINTENANCE AND OPERATIONS AGREEMENT**

This Agreement is made by and between Multnomah County, a political subdivision of the state of Oregon, hereinafter called "County," and the City of Lake Oswego a municipal corporation, hereinafter called "City."

### **Witnesseth**

#### **Recitals**

1. City has installed a traffic signal at the intersection of SW 49th Avenue and McNary Parkway in accordance with Multnomah county Project Agreement No. R5351.
2. County and City agree to share the costs of maintenance and power consumption for the traffic signal.

#### **County Obligations**

County shall:

1. Perform all necessary maintenance for the operation of the traffic signal and bear 100% of the cost thereof.
2. Retain control of the traffic signal and establish the timing for its operation.

#### **City Obligations**

City shall:

1. Bear 100% of the cost of providing electrical power to the traffic signal.
2. Maintain the asphaltic concrete pavement surrounding the vehicle detector loops installed in McNary Parkway in such a manner as to provide adequate protection for said detector loops.

#### **Mutual Rights and Obligations**

1. The County and the City shall each defend, indemnify and hold the other harmless against liability, loss of expenses, including attorney's fees, and against all actions, claims or judgments based upon or arising out of damage or injury, including death, to persons or property caused by its negligent act or omission of an act sustained in connection with the performance of this agreement or by any conditions created thereby.
2. Either party may terminate this agreement upon 180 days written notice to the other party.

CITY OF LAKE OSWEGO

By:

*Rita Phillips*  
City Manager

Reviewed:

By:

*C. Phillips*  
*for* Jeffrey G. Condit, City Attorney

[contracts.1]<cmgr>trfc.sgnl.agrmnt.

MULTNOMAH COUNTY

By:

*Gladys McCoy*  
Gladys McCoy

Reviewed:

LAURENCE KRESSEL, County Counsel  
for Multnomah County, Oregon

By:

*John L. Dubay*  
John L. Dubay  
Assistant County Counsel

JAN 30 7

FEB 20 1992

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

Agenda No.: R-4

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

Intergovernmental Agreement with City of Portland for Construction  
SUBJECT: of truck access at Expo.

BCC Informal \_\_\_\_\_ (date) \_\_\_\_\_ BCC Formal \_\_\_\_\_ (date) \_\_\_\_\_

DEPARTMENT Environmental Services DIVISION Facilities Management

CONTACT Bob Oberst TELEPHONE 248-3322 x3851

PERSON(S) MAKING PRESENTATION Oberst/Nilsen

ACTION REQUESTED:

☐ INFORMATIONAL ONLY ☐ POLICY DIRECTION ☒ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 10 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

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

Construction of intersection of N. Force Avenue and N. Marine Drive requires new truck access driveway for Expo from N. Force. The Intergovernmental Agreement provides for construction of the driveway by the City as a part of its project. No financial impact.

2/28/92 originals to Bob Oberst

(If space is inadequate, please use other side)

SIGNATURES

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

Or

DEPARTMENT MANAGER 

(All accompanying documents must have required signatures)

CLERK OF  
MULTI-COUNTY  
COUNTY OF  
OREGON  
1992 JAN 30 AM 11:53

RECEIVED  
PURCHASING SECTION

92 FEB -3 AM 8:07

MULTNOMAH COUNTY

138 5 0 4235



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 30204-2

Amendment #

CLASS I	CLASS II	CLASS III
<input type="checkbox"/> Professional Services under \$10,000	<input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Intergovernmental Agreement <b>RATIFIED</b> <b>Multnomah County Board of Commissioners</b> R-4 February 20, 1992

Contact Person Bob Oberst Phone 248-3851 Date 1-31-92

Department Environmental Services Division Facilities Mgmt Bldg/Room 421/3rd

Description of Contract Agreement with City of Portland for construction of truck access at Expo in connection with City's improvement of Force Avenue.

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

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

Contractor Name City of Portland, Trans.  
 Mailing Address Engineering, 1120 SW  
5th Ave #838, Portland, OR  
 Phone 796-7723

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

Effective Date Upon execution

Termination Date Notice

Original Contract Amount \$ 0

Amount of Amendment \$ 0

Total Amount of Agreement \$ 0

None

Payment Term

☐ Lump Sum \$ 0

☐ Monthly \$ 0

☐ Other \$ 0

☐ Requirements contract - Requisition required.

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

☐ Requirements Not to Exceed \$ 0

## REQUIRED SIGNATURES:

Department Manager [Signature]

Purchasing Director  
(Class II Contracts Only) [Signature]

County Counsel [Signature]

County Chair/Sheriff [Signature]

Date 1-30-92

Date \_\_\_\_\_

Date 2/9/92

Date 2/20/92

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

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE



## INTERGOVERNMENTAL AGREEMENT

This is an agreement between the City of Portland (City) and Multnomah County (County) to provide for construction and maintenance of a new driveway to the Portland Exposition Center on N. Force Avenue at N. Marine Drive.

### RECITALS

1. The Portland Exposition Center West Hall truck entrance with a partially improved driveway is located on east side of North Force Ave. near the corner of N. Marine Drive.
2. The intersection of N. Marine Drive and N. Force Avenue is to be reconstructed to City standards under the N. Marine Drive Project.
3. The Exposition Center has requested the City to construct a new driveway on N. Force Avenue and to allow access to the West Hall truck entrance for loading/unloading trucks for Expo events with the driveway to be blocked (closed) at all other times.
4. The City will construct the new driveway on N. Force Avenue for the West Hall truck entrance under certain terms and conditions, and the parties hereto agree as follows:

### AGREEMENT

#### 1. City Obligations

- (a) Construct a 30 feet wide commercial type concrete driveway on N. Force Avenue as part of the N. Marine Drive Project to serve the Exposition Center's West Hall truck entrance at the approximate location shown on Exhibit "A".
- (b) Post no-parking and any other street signs necessary for this driveway.
- (c) Review and approve all plans, specifications for the driveway gate or other blocking system including signs prior to installation by the County. Inspect the installation and provide the County written acceptance of completed work.

#### 2. County Obligations

- (a) Obtain City Engineer's approval of the driveway blocking system plans prior to installing the system.
- (b) County shall be responsible for maintaining the driveway and the driveway blocking system.
- (c) County (Exposition Center) shall be responsible for allowing driveway to be used only for truck unloading/loading for Exposition Center events.
- (d) County (Exposition Center) shall be responsible for directing traffic on N. Force Avenue when the driveway is being used by trucks.

3. City and County Project Managers

- (a) The City Project Manager shall be Brett Kesterson or such other person as shall be designated in writing by the head of the Bureau of Transportation Engineering.
- (b) The County Project Manager shall be Robert Nilsen or such other person as shall be designated in writing by Department of Environmental Services.
- (c) The Project Managers are authorized to approve work and give notices referred to herein, to deliver notice to terminate this Agreement as provided herein, and to carry out any other City or County actions referred to herein.

4. Termination of Agreement

- (a) If the County decides to terminate use of the driveway as agreed above, then the County shall give the City notice of this intent and then within 30 days, at County expense, remove signs and replace the driveway with curb and sidewalk to City Construction Standards.
- (b) The City, on thirty (30) days written notice to the County, may terminate this Agreement if it is determined that the driveway is a substantial interference with the public use of Force Avenue and the County shall remove and replace the driveway with curb and sidewalk as described in Paragraph 4 (a) above.

5. Amendments

By mutual agreement this Agreement may be amended by a written document signed by the authorized representatives of each party.

6. Compliance with Laws

In connection with their activities under this Agreement, the City, and County shall comply with all applicable federal, state, and local laws and regulations.

7. Oregon Law and Forum

- (a) This Agreement shall be construed according to the law of the State of Oregon.
- (b) Any Litigation between the City and the County under this Agreement shall occur, if in the state courts, in the Multnomah County Court having jurisdiction thereof, and if in the federal courts, in the United States District Court for the District of Oregon.

8. Indemnification

- (a) To the extent permitted by Oregon law, the County shall hold harmless, defend, and indemnify the City and the City's officers, agents, and employees against all claims, demands, actions, and suits (including all attorney fees and costs) brought against any of them arising from the location or use of the driveway or its blocking system or the County's negligence under this Agreement.

- (b) To the extent permitted by Oregon law, the City shall hold harmless, defend, and indemnify the County's officers, agents, and employees against all claims, demands, actions, and suits (including all attorney's fees and costs) brought against them arising from the City's negligence under this Agreement.

9. Subcontracting

The County shall not subcontract their work under this Agreement, in whole or in part, without the written approval of the City which shall not be unreasonably withheld. The County shall require any approved subcontractor to agree as to the portion subcontracted, to fulfill all obligations of the county as specified in this Agreement. Notwithstanding City approval of a subcontractor, the County shall remain obligated for full performance hereunder, and the City shall incur no obligation other than its obligations to the County hereunder. The County agrees that if subcontractors are employed in the performance of this Agreement, the County and its subcontractors are subject to the requirements and sanctions of ORS Chapter 656, Workers' Compensation.

10. Assignment

The County shall not assign this agreement, in whole or in part, or any right or obligation hereunder, without prior written approval of the City which shall not be unreasonably withheld.

CITY OF PORTLAND

By: \_\_\_\_\_  
Commissioner of Public Works

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

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

APPROVED AS TO FORM:

William W. Malone III  
Deputy City Attorney

COUNTY OF MULTNOMAH

By: Gladys McCoy  
Chair

Date: 2/20/92

REVIEWED:  
By: [Signature]  
Assistant County Counsel

N



TAX LOT 5

N. MARINE DRIVE

APPROXIMATE LOCATION FOR DRIVEWAY  
TO WEST HALL TRUCK ENTRANCE TO LINE  
UP WITH WEST HALL ROLL UP DOOR.

MULTNOMAH COUNTY  
EXPOSITION CENTER

EXHIBIT "A"

N. FORCE AVENUE

185

190

DATE SUBMITTED February 3, 1992

(For Clerk's Use)  
Meeting Date FEB 20 1992  
Agenda No. R-5

**REQUEST FOR PLACEMENT ON THE AGENDA**

Subject: Intergovernmental Agreement for Herman Miller Furnishings

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

DEPARTMENT Management Support Services      DIVISION Purchasing, Contracts & Stores

CONTACT Lillie Walker\Jeff Baer      TELEPHONE 248-5111

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

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

Request of the Board of County Commissioners, acting as PCRB, for approval of an Intergovernmental Agreement with the Metro Washington Park Zoo to purchase Herman Miller furnishings under Bid No. B43-100-6044.

**ACTION REQUESTED:**

☐ INFORMATION ONLY    ☐ PRELIMINARY APPROVAL    ☐ POLICY DIRECTION    ☒ APPROVAL

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 5 minutes

**IMPACT:**

☐ PERSONNEL  
☐ FISCAL/BUDGETARY  
☐ GENERAL FUND  
☐ OTHER \_\_\_\_\_

*2/28/92 originals to JEFF BAER*

CLERK OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1992 FEB 11 PM 2:35

**SIGNATURES:**

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

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

COUNTY COUNSEL (Ordinances, Resolutions, Agreements, Contracts) JLD

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

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

**CONTRACT APPROVAL FORM**

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 500612

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

<b>CLASS I</b> <input type="checkbox"/> Professional Services under \$10,000	<b>CLASS II</b> <input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption) <input type="checkbox"/> PCRB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<b>CLASS III</b> <input checked="" type="checkbox"/> Intergovernmental Agreement <div style="text-align: center;"><b>RATIFIED</b></div> <div style="text-align: center;"><b>Multnomah County Board of Commissioners</b></div> <div style="text-align: center;">R-5 February 20, 1992</div>
---	---	--

Contact Person Jeff Baer Phone x5111 Date 1/30/92Department Nondepartmental Division Purchasing Bldg/Room 421/1stDescription of Contract Intergovernmental Agreement to allow the County's contract for the purchase of Herman Miller furnishings to be used by Metro Washington Park Zoo in accordance with Bid No. B43-100-6044.RFP/BID # B43-100-6044 Date of RFP/BID 08/20/91 Exemption Exp. Date \_\_\_\_\_ORS/AR # \_\_\_\_\_ Contractor is ☐ MBE ☐ WBE ☐ QRFContractor Name Metro Washington Park ZooMailing Address 4001 SW Canyon Rd.Portland OR 97221Phone 226-1561 (Judy Munro)

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

Effective Date Upon SignatureTermination Date 8/31/92Original Contract Amount \$ N/A

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

Total Amount of Agreement \$ N/A**Payment Term**☐ Lump Sum \$ \_\_\_\_\_☐ Monthly \$ \_\_\_\_\_☐ Other \$ \_\_\_\_\_☐ Requirements contract - Requisition required.

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

☐ Requirements Not to Exceed \$ \_\_\_\_\_**REQUIRED SIGNATURES:**

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

Purchasing Director  
(Class II Contracts Only)

County Counsel \_\_\_\_\_

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

Date \_\_\_\_\_

Date 2/3/92Date 2/18/92Date 3/20/92

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

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING

CANARY - INITIATOR

PINK - CLERK OF THE BOARD

GREEN - FINANCE

**INTERGOVERNMENTAL AGREEMENT  
FOR PURCHASE OF FURNISHINGS AND OFFICE SYSTEMS**

THIS AGREEMENT, dated January 30, 1992, is between Multnomah County, a political subdivision of the State of Oregon (hereinafter County), and the Metro Washington Park Zoo, a political subdivision of the State of Oregon (hereinafter the Zoo);

WHEREAS, the parties hereto are both political entities authorized to enter into intergovernmental agreements pursuant to ORS Chapter 190; and

WHEREAS, the County has conducted a request for bids and has selected Environetics, Inc. as the vendor of Herman Miller Action Office Furnishings and Accessories; and

WHEREAS, The County's contract with the vendor requires the vendor to make the same discounts on pricing available to other public entities through August 31, 1992; and

WHEREAS, the Zoo wishes to make Herman Miller Action Office Furnishings and Accessories purchases pursuant to the County contract since such purchases will be in the public interest and will benefit the Zoo due to the advantageous pricing offered and the thoroughness of the County's Invitation for Bids;

NOW, THEREFORE, the parties hereto agree as follows:

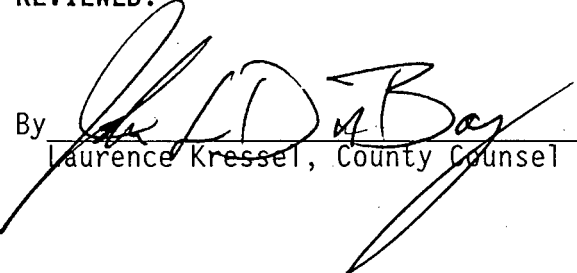
1. County assigns to the Zoo the right to make purchases under the County's contract with Environetics, Inc. under County contract #500262 dated August 20, 1991.
2. This Agreement will expire on August 31, 1992.
3. The County assumes no liability, financial or otherwise, on behalf of the Zoo for the Zoo's use of the County's contract with Environetics, Inc.

IN WITNESS WHEREOF, the Zoo and the County have caused this contract to be executed by their duly authorized representative(s), all on the day and year first written above.


REVIEWED:

COUNTY OF MULTNOMAH, STATE OF OREGON

By

  
Laurence Kressel, County Counsel

By

  
Gladys McCoy, County Chair

METRO WASHINGTON PARK ZOO

By \_\_\_\_\_

\_\_\_\_\_  
Title

NOTICE OF FAX TRANSMITTAL

FACILITIES MANAGEMENT DIVISION  
METRO WASHINGTON PARK ZOO  
4001 SW CANYON RD  
PORTLAND OR 97221  
(503) 226-1561  
FACILITIES MANAGEMENT DIVISION 220-2794

FAX NUMBER: (503) 226-2786

DATE: 1/28/92 TIME: 4:30 P

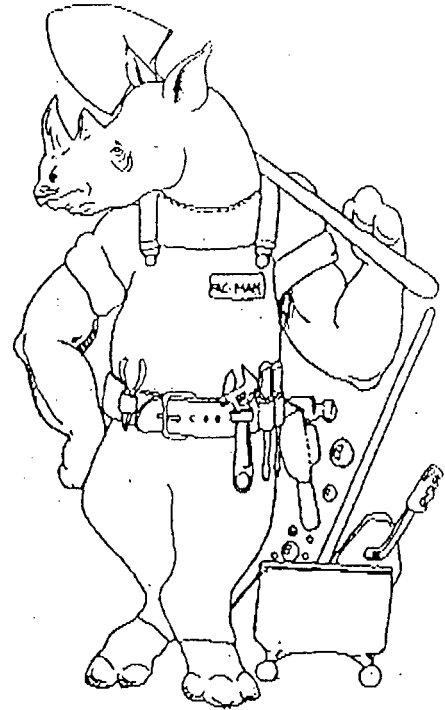
RE: Furniture Contract

TO: Jeff Bear

COMPANY: Mult. Cty

FROM: Leona

METRO WASHINGTON PARK ZOO



ADDITIONAL INFORMATION/COMMENTS:

TOTAL NUMBER OF PAGES INCLUDING FAX COVER SHEET 2 PAGES.  
IF YOU DO NOT RECEIVE ALL PAGES CLEARLY, CALL (503) 220-2794



JANUARY 28, 1992

TO: JEFF BEAR, PURCHASING  
MULTNOMAH COUNTY

FROM: JUDY MUNRO, MANAGER  
FACILITIES MANAGEMENT DIVISION  
METRO WASHINGTON PARK ZOO

RE: OFFICE FURNITURE CONTRACT

Per your telephone conversation today with Leona Meliza, Administrative Secretary for our division, we are requesting inter-agency use of your contract with Environetics regarding Herman Miller Furniture Systems. Please send the appropriate information to us for our review (Metro Washington Park Zoo, Facilities Management Division, 4001 SW Canyon Road, Portland, OR 97221).

If you have any questions, please feel free to contact me (220-2492 or FAX 226-2786).

Thank you for your assistance in our request.

JEM:lmm:CORRESP4/35

R E Q U I R E M E N T S

C O N T R A C T

No. 500262

THIS AGREEMENT, made and entered into this 1st day of September, 1991, by and between the COUNTY OF MULTNOMAH, a home rule political subdivision of the State of Oregon (hereinafter referred to as "COUNTY"), and ENVIRONETICS, INC., 17380 Boones Ferry Road, Lake Oswego, 97034, Phone: (503) 635-8141, Lou Scott, (hereinafter referred to as "CONTRACTOR").

W I T N E S S E T H:

WHEREAS, the COUNTY requires services which CONTRACTOR is capable of providing, under terms and conditions described; and

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

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

ARTICLE I. Description of Goods

CONTRACTOR shall and will sell and deliver to the COUNTY, Herman Miller Action Office Furnishings and Accessories on a requirements basis per Bid No. B43-100-6044, in strict accordance with the plans and specifications prepared for the same, which plans and specifications shall be and are a part of this contract as much so as though they had been fully copied hereinto.

ARTICLE II. Payment

The COUNTY will pay to the CONTRACTOR for said services and material so sold and delivered the amount specified by the CONTRACTOR in response to the bid and incorporated herein, as Article VIII, being the sum named in the CONTRACTOR'S bid, subject to additions and deductions as hereinafter provided. Payment will be made not later than the 15th of the month following the current month within which services have been provided by the Contractor.

ARTICLE III. Payment Approval

No payment shall be made except upon the approval of the services and material so sold and delivered. Delivery shall be made at the time and place indicated by said official.

ARTICLE IV. Failure to Deliver

That in case of the CONTRACTOR'S failure to deliver said services within the time limited herein, the COUNTY shall have the right to supply the deficiency by procurement in the open market or otherwise purchasing any of the materials so required at such place as the COUNTY may elect, with a view to promptly obtaining said material, and at a fair and reasonable price at the expense of the CONTRACTOR, and in case said CONTRACTOR fails to perform any of the conditions of said contract, the right is hereby expressly reserved to the COUNTY to elect whether the CONTRACTOR shall be permitted to continue performance as to the remaining parts or whether the entire unperformed part shall be procured at the expense of the CONTRACTOR; provided, that in the event additional time for the performance of the contract is granted to the CONTRACTOR, the cost of inspection and other expense and damages to the COUNTY incidental thereof, if any, shall be charged to the CONTRACTOR.

ARTICLE V. Indemnification

The CONTRACTOR agrees to hold and save the COUNTY and all its officers and agents harmless from and against all claims of every nature or kind for or on account of the use of any patented article, combination or process which may affect the material delivered or work done under this contract.

ARTICLE VI. State Law Compliance

The CONTRACTOR agrees to make payment promptly as due to the all persons supplying such CONTRACTOR with labor or materials for the prosecution of the work provided for in this contract, and that said CONTRACTOR will not permit any lien or claim to be filed or prosecuted against the COUNTY on account of any labor or material furnished, and agrees further that no person shall be employed for more than eight (8) hours in any one day, or forty (40) hours in any one week; unless in case of necessity or emergency, or where the public policy absolutely requires it, and in such case to pay wages in accordance with the provisions of ORS 279.334 and ORS 279.338 where applicable.

The CONTRACTOR agrees that should the CONTRACTOR fail, neglect or refuse to make prompt payment of any claim for labor or services furnished by any person for the prosecution of the work provided in this contract as said claim becomes due, whether said services and labor performed for said CONTRACTOR or a sub-contractor, fail, neglect, or refuse to make all contributions or amounts due the State Industrial Accident Fund or to the State Department of Revenue, then and in such event that said COUNTY and the other proper officers representing said COUNTY may pay such claim or funds to the person furnishing such labor or services or to the State Industrial Accident Commission or to the State Department of Revenue and charge the amount thereof against funds due or to become due said CONTRACTOR by reason of said contract, but payment of any such claims in the manner herein authorized shall not relieve the CONTRACTOR or his surety from its obligation with respect to any unpaid claims.

REQUIREMENTS CONTRACT

#500262

Page 3

The CONTRACTOR shall promptly, as due, make payment to any person, co-partnership, association or corporation furnishing medical, surgical or hospital care or other needed care and attention incident to sickness or injury to the employees of such CONTRACTOR of all sums which the said CONTRACTOR may or shall have deducted from the wages of his/her employees for such services.

ARTICLE VII. Nonappropriation

CONTRACTOR agrees to that if payment for this contract extends into COUNTY'S next fiscal year, it is made subject to future appropriations by the Board of County Commissioners of Multnomah County upon thirty (30) days written notice to CONTRACTOR of any such failure.

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

ENVIRONETICS, INC.

By [Signature]

Date: 9/30/91

93-0745619  
Federal I.D. Number

MULTNOMAH COUNTY, OREGON

Gladys McCoy

By [Signature]  
Gladys McCoy  
Multnomah County Chair

REVIEWED:

LAURENCE B. KRESSEL, County Counsel  
for Multnomah, Oregon

By [Signature]

Date: 9/24/91

MULTNOMAH COUNTY, OREGON

INVITATION FOR BIDS B43-100-6044 To be opened 2:00 p.m., August 20, 1991.

SEALED BIDS will be received by the Purchasing Director of Multnomah County in the Ford Building Lobby, 2505 S.E. 11th Avenue, Portland, OR 97202, until August 20, 1991, 2:00 Pacific Time and will be publicly opened and read for furnishing:

HERMAN MILLER FURNISHINGS AND ACCESSORIES ON A REQUIREMENTS BASIS  
FOR A PERIOD OF ONE YEAR WITH TWO, ONE YEAR OPTIONAL RENEWALS.

in estimated quantities as per specifications as indicated herein. To ensure proper bid identification and handling, USE THE BID ENVELOPE, attached herewith.

Protests to the specifications will not be considered unless detailed in official correspondence to the Purchasing Director and received seven (7) days or more prior to the opening date.

As required by ORS 279.021, Multnomah County shall always, price, fitness, and quality being equal, prefer supplies, goods, wares, merchandise, manufacturers or produce that has been grown, manufactured, or produced in this State and shall next prefer such as have been partially manufactured, grown, or produced in this State.

Also, the constitutional debt limitation for counties requires any County contract which extends beyond the current fiscal year to be executed subject to future appropriations to fund its provisions, and contract documents will reflect this condition.

Pursuant to Multnomah County Administrative Rules, the County may, in its discretion, waive the bid security requirements of ORS 279.033 for contracts other than those for public improvements. No proposal will be considered unless accompanied by a check payable to Multnomah County, certified by a responsible bank, or in lieu thereof a surety bond for an amount equal to ten percent of the aggregate proposal, unless otherwise specified in the space provided below. The successful bidder shall furnish a bond satisfactory to the Board in the full amount of the contract.

Surety Bond: WAIVED

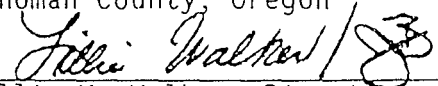
The right is expressly reserved to reject any and all bids.

Dated at Portland, Oregon, August 9, 1991.

Publication Date: August 9, 1991.

Board of County Commissioners  
Multnomah County, Oregon

By

  
Lillie M. Walker, Director  
Purchasing Section


To the Board of County Commissioners:

The undersigned proposes to furnish the services herein mentioned at the unit price indicated, all in accordance with the specifications and provisions as herein above set forth, attached hereto and made a part hereof.

The undersigned bidder hereby represents as follows: That this bid is made without connection with any person, firm or corporation making a bid for the same material, and is in all aspects fair and without collusion or fraud.

Date: August 20, 1991

ENVIRONETICS, Inc.  
Legal Name of Firm or Corporation

By   
(Signature of Bidder)

President  
(Title)

17380 Boones Ferry Rd., Lake Oswego, OR 97035  
(Address)

### INSTRUCTIONS TO BIDDERS

#### IMPORTANT NOTICE RE: VENDOR SELECTION LIST

If your firm does not wish to bid at this time, but wishes to remain on the vendor selection list for other office furniture, please send a written "NO BID" to the above address or call Jeff Baer at (503) 248-5111 and submit a verbal "NO BID" no later than the opening date.

All vendors not responding (written or oral) to this invitation to bid may be automatically dropped from the future vendor selection list for this item category but will remain on all other lists applied for.

#### BID COPIES

#### **ATTENTION!**

The signature of the bidder supporting the bid must appear in the space provided for this purpose on the cover page.

The complete proposal should be submitted in its entirety and should not be torn apart..

THE BIDDER MUST SUBMIT ONE (1) ORIGINAL AND ONE (1) COMPLETE COPY OF THE BID DOCUMENTS.

#### METHOD OF AWARD

Award will be made to the bidder submitting the lowest responsive bid. The award will be made by an all or none basis either/or by individual item, as in the best interest of the County. The right is expressly reserved to reject any or all bids.

#### CANCELLATION OF AWARD

Multnomah County reserves the right to cancel award of the contract resulting from this bid at any time before execution of the contract by both parties if cancellation is deemed to be in Multnomah County's best interest. In no event shall Multnomah County have any liability for the cancellation of award. The bidder assumes the sole risk and responsibility for all expenses connected with the preparation of its bid.

#### EQUIVALENT PRODUCTS

No substitutions will be allowed on the Herman Miller brand, per Multnomah County PCRB exemption exempting this item from substitutions.

CLARIFICATION OF SPECIFICATIONS

Any vendor requiring further clarification of the information contained herein must submit specific questions in writing to:

Multnomah County  
Purchasing Section  
C/O Jeff Baer, Buyer  
2505 S.E. 11th Avenue  
Portland, Oregon 97202  
(503) 248-5111  
FAX (503) 248-3252

A written response will be provided to those questions which are deemed appropriate, copies of which will be sent to all vendors in receipt of this bid. Questions will not be answered verbally except those which would clarify specifications and requirements of this bid and as further provided herein. However, any actions or changes resulting from these communications will be forwarded to all bidders as an addendum to this bid. Oral instructions or information concerning the specifications for the projects or requirements given out by County Officers, employees, or agents to prospective bidders shall not bind the County. Any addenda shall be issued by the Purchasing Director no later than five (5) days prior to bid opening.

TERMS

F.O.B.

All prices are to be quoted F.O.B. destination to any location within Multnomah County, Oregon.

TERM OF PAYMENT

Discounts for early payment will be considered in awarding the bid if at least twenty (20) days are allowed for making payment. Discount time shall commence upon receipt of equipment or properly executed invoice, whichever is the later.

Please indicate terms in this space. Terms: net 15 days

If terms are not indicated on the Bid, the invoice will be paid on a net thirty (30) days basis.



### DELIVERY

Timeliness is an integral part of the contract and the Contractor shall deliver and perform within the terms provided herein.

### PRICE STABILITY

Prices shall be firm for the agreement period.

### GUARANTEE OF PURCHASES

The County makes no guarantee as to the quantity of purchases that will be made from this agreement. The dollar figure being bid is an approximation only, based on prior usage.

## CONTRACT CONDITIONS

### TERM OF CONTRACT

The time period of this contract shall be from date of signature, 1991, through August 31, 1992.

### TRIAL PERIOD

The first sixty (60) days of the contract shall be a trial period as related to contract service and specification compliance.

A Contractor who is not in compliance during this "Trial Period", may be terminated by the County within ten (10) calendar days notice of noncompliance. The Contractor shall also have the option to give ten (10) calendar days notice of termination to the County during this trial period should conditions arise which would preclude the Contractor from complying with the Contract provisions. Should such a transaction occur, the County shall have the option to make a contract award offer to the best qualified Contractor who is the next lowest bidder.

### RENEWAL

The County shall have the option to renew this contract subject to approval of the Contractor, for two additional one year periods upon a thirty (30) day written notice. Any price adjustments must be submitted by the Contractor, with its approval of the renewal agreement, before the contract period expires. The County reserves the right to reject any renewal acceptance by the Contractor that contains modifications of the contract unacceptable to the County (at the sole discretion of the County).

Should the County not receive written acceptance of the renewal offer within two (2) weeks of the written notice to renew, it will be assumed that the Contractor accepts the terms, conditions, instructions, prices, percentages, etc., of the existing contract at time of renewal.

The County will be under no obligation to renew the contract. Multnomah County may, at its discretion, rebid the contract after the first or second contract period.

#### TERMINATION

This agreement may be terminated at any time, with cause, by the County or by the Contractor upon giving not less than thirty (30) days written notice of termination to the other party. The County may also terminate at any location that may be closed down or moved; such partial termination shall not affect the obligation of the Contractor to fulfill the contract at other locations. Failure to live up to the specifications will be considered good and sufficient cause.

#### INTERGOVERNMENTAL AGREEMENT

If requested, this offer shall be extended to any interested public agency pending the completion of an Intergovernmental Agreement between Multnomah County and the other public agency.

#### ASSIGNMENT

Neither the contract nor any of the requirements, rights, or privileges demanded by it may be sold, assigned, contracted, or transferred by the Contractor without the express written consent of the Purchasing Director of Multnomah County.

#### LIABILITY

The County does not accept any liability or responsibility, in whole or in part, for any damage which may be sustained in the performance of the contract, or injury to any employee, agent, representative, assignee or guest of the Contractor, including death, regardless of cause.

#### NONPERFORMANCE

In the event of nonperformance under the resulting contract, the County shall have the right to obtain from other sources such products and/or services as may be required to accomplish the work not performed, and it is agreed that the difference in cost, if any, for said work shall be borne by the Contractor.

For purposes of this section, nonperformance shall be defined as failure to appear and perform work and/or deliver goods as specified and scheduled.

### NONAPPROPRIATION

This contract is made expressly conditioned upon future appropriations by the Board of County Commissioners to fund its provision, to the extent that performance and payment extends in to the fiscal year subsequent to the year of award.

### INDEMNIFICATION

Contractor agrees to defend, hold and save the County and all its officers and agents harmless from and against all claims for loss, injury or damage to persons or property by Contractor arising out of any act or omission relating to this contract including but not limited to any damages, settlements, costs or attorney fees.

### STATE LAW COMPLIANCE

The successful bidder agrees to make payment promptly as due to all persons supplying such successful bidder with labor or materials for the prosecution of the work provided for in this contract, and that said successful bidder will not permit any lien or claim to be filed or prosecuted against the County on account of any labor or material furnished, and agrees further that no person shall be employed for more than eight hours in any one day, or forty hours in any one week; unless in case of necessity or emergency, or where the public policy absolutely requires it, and in such cases to pay wages in accordance with the provisions of ORS 279.334 and ORS 227.338, where applicable.

The successful bidder agrees that should the successful bidder fail, neglect or refuse to make prompt payment of any claim for labor or services furnished by any person for the prosecution of the work provided in this contract as said claim becomes due, whether said services and labor be performed for said successful bidder or a sub-contractor, fail, neglect, or refuse to make all contributions or amounts due the State Industrial Accident Fund or to the State Unemployment Compensation Fund, and all sums withheld from employees due to the State Department of Revenue, then and in such event the said County and other proper officers representing said County may pay such claim or funds to the person furnishing such labor or services or to the State Industrial Accident Commission or to the State Unemployment Compensation or to the State Department of Revenue and charge the amount thereof against funds due or to become due said successful bidder by reason of his said contract, but payment of any such claims in the manner herein authorized shall not relieve the contractor or his surety from his or its obligation with respect to any unpaid claims.

The successful bidder shall promptly, as due, make payment to any person, copartnership, association or corporation furnishing medical, surgical or hospital care or other needed care and attention incident to sickness or injury by the employees of any successful bidder agrees to pay for such services, and all moneys and sums which the successful bidder may or shall have deducted from the wages of his/her employees for such services.

BIDDING SHEET

Herman Miller furnishings and accessories on a requirements basis.

Prices will be based upon current list price minus discount at time of order.

Group A includes Action office, Encore and Eames tables.

Group B includes Equa and Ergon seating.

Group C includes Meridan and Freestanding files.

A.        61 % off list, standard delivery;  
          58 % off list, rapid response; and  
          64.5 % off list, for orders over \$ 250,000.00 list.

B.        54 % off list, standard delivery;  
          54 % off list, rapid response; and  
Negotiable % off list, for orders over \$ 250,000.00 list

MERIDIAN:

C.        50 % off list, standard delivery;  
          50 % off list, rapid response; and  
Negotiable % off list, for orders over \$ 250,000.00 list

Multnomah County purchases approximately \$100,000.00 worth of Herman Miller items per year.

C.b FREESTANDING FILES

886Pur:7/91        50%    off list, standard delivery;  
                     48%    off list, rapid response; and  
Negotiable       off list, for orders over \$ 250,000.00 list

BIDDER RESIDENCY STATEMENT

The 1987 Oregon Legislative Assembly enacted a reciprocal preference law which states, in part:

In determining the lowest responsible bidder, a public contracting agency shall, for the purpose of awarding the contract, add a percent increase on the bid of a nonresident bidder equal to the percent. If any, of the preference given to that bidder in the state in which the bidder resides.

"Resident bidder" means a bidder that has paid unemployment taxes or income taxes in this state during the 12 calendar months immediately preceding submission of the bid, has a business address in this state, and has stated in the bid whether the bidder is a "resident bidder".

"Nonresident bidder means a bidder who is not a "resident bidder" as defined. . . .

1. CHECK ONE: Bidder is ☒ a resident bidder ☐ a nonresident bidder.

2. If a resident bidder, enter your Oregon business address:

17380 Boones Ferry Rd.

Lake Oswego, OR 97035

3. If a nonresident bidder, enter state of residency: \_\_\_\_\_

Bidder certifies that the information provided above is true and accurate.

Signature: William D. Miller Title: President

Name (Print or Type): William D. Miller

Firm: Environetics, Inc.

Telephone: 503-635-8141 Date: August 20, 1991

# 1

DATE Feb 20 1992

NAME Jim FALVEY

ADDRESS 3118 SE 167th

STREET Portland OR 97236

CITY ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # R6 + R7

SUBJECT ANIMAL Control Budget

                     FOR X AGAINST

PLEASE PRINT LEGIBLY!

# <sup>2</sup>  
R-64R-7

DATE 2-20

NAME Cheryl Piper

ADDRESS 7505 S.E. 36th

STREET Portland 97202

CITY ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # R-64R7

SUBJECT Budget modification / ANIMAL Control

                     FOR                      ☒ AGAINST

PLEASE PRINT LEGIBLY!

# 3

DATE 2/20/92

NAME

Robert Rogers

ADDRESS

STREET

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

Pog Control

SUBJECT

FOR

AGAINST

PLEASE PRINT LEGIBLY!



# K42

DATE 2/20/92

NAME BUD ERLAND

ADDRESS 2234 NE Couch ST

STREET

PORTLAND

CITY

97232

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # R-6/R-7

SUBJECT Animal Control

FOR

AGAINST

PLEASE PRINT LEGIBLY!

FEB 20 1992

R-6

BUDGET MODIFICATION NO. **DES 19A**(For Clerk's Use) Meeting Date **FEB 13 1992**  
Agenda No. **25****1 REQUEST FOR PLACEMENT ON THE AGENDA FOR**DEPARTMENT: **ENVIRONMENTAL SERVICES**  
CONTACT: **Mike Oswald**DIVISION **ANIMAL CONTROL**  
TELEPHONE **248-4056**NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: **Mike Oswald**

## SUGGESTED

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

**Reduction of Animal Control to a 100% Fee Supported program, effective April 1, 1992.****2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)****[ ] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET**

This budget modification reduces the FY 91-92 Animal control budget by \$324,550 and eliminates 30 positions. This represents an annualized reduction of approximately \$1.1 million. The reduced budget will support only state mandated services countywide. These services are the quarantining of dogs and cats that have bitten people, operation of the animal shelter, and pet licensing. Discontinued services include 24 hour emergency services (injured and dangerous animals), animal nuisance enforcement, leash law enforcement, public education; and dead animal pickup and disposal. In FY 92-93, the program will be 100% fee supported. (See attached service level information.)

Animal Control revenues are reduced by \$22,500 as a result of reduced operation for 3 months. The loss of revenues is approximately \$100,000 annually.

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

Revenues from licenses and fees are reduced by \$22,500.

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

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

Originated by <i>Mike Oswald/bhw</i>	Date <i>2/3/92</i>	Department Manager <i>[Signature]</i>	Date <i>2-3-92</i>
Budget Analyst <i>David C. Warren</i>	Date <i>2/3/92</i>	Personnel Analyst <i>[Signature]</i>	Date <i>2-3-92</i>
Board Approval	Date		

BOARD OF  
 COUNTY COMMISSIONERS  
 MULTNOMAH COUNTY  
 OREGON  
 1992 FEB - 4 PM 3:47

**PERSONNEL DETAIL FOR BUD MOD NO.**

**DES 19A**

**5. ANNUALIZED PERSONNEL CHANGES**

(Compute on a full year basis even though this action affects only a part of a fiscal year.)

FTE INCREASE (DECREASE)	POSITION TITLE	Annualized			
		BASE PAY	FRINGE	INSURANCE	TOTAL
(1.00)	Animal Care Technician	(22,574)	(6,094)	(6,664)	(35,332)
(2.00)	Animal Health Technican	(48,906)	(13,204)	(7,188)	(69,298)
(6.00)	Animal Control Office Assistant	(115,992)	(31,314)	(32,862)	(180,168)
(9.00)	Animal Control Officer	(243,720)	(65,799)	(64,170)	(373,689)
(2.00)	Field Supervisor	(56,844)	(15,346)	(14,260)	(86,450)
(1.00)	Program Supervisor – Field Support	(33,002)	(8,910)	(7,687)	(49,599)
(2.00)	License Compliance Officer	(42,164)	(11,384)	(7,293)	(60,841)
(1.00)	Community Information Specialist	(27,080)	(7,311)	(3,754)	(38,145)
(1.00)	Operations Supervisor	(26,507)	(7,156)	(7,637)	(41,300)
(4.00)	Animal Control Dispatcher	(81,296)	(21,948)	(27,976)	(131,220)
(1.00)	Animal Control Aide	(19,849)	(5,359)	(5,515)	(30,723)
(30.00)	<b>TOTAL CHANGE (ANNUALIZED)</b>	<b>(717,934)</b>	<b>(193,825)</b>	<b>(185,006)</b>	<b>(1,096,765)</b>

**6. CURRENT YEAR PERSONNEL DOLLAR CHANGES**

(calculate costs or savings that will take place with this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

FTE INCREASE (DECREASE)	EXPLANATION OF CHANGE	CURRENT FISCAL YEAR			
		BASE PAY	FRINGE	INSURANCE	TOTAL
(0.25)	Animal Care Technician	(5,644)	(1,524)	(1,666)	(8,834)
(0.50)	Animal Health Technican	(12,227)	(3,301)	(1,797)	(17,325)
(1.99)	Animal Control Office Assistant	(37,878)	(10,867)	(10,925)	(59,670)
(2.71)	Animal Control Officer	(73,297)	(19,551)	(19,299)	(112,147)
(0.50)	Field Supervisor	(14,211)	(3,837)	(3,565)	(21,613)
(0.25)	Program Supervisor – Field Support	(8,251)	(2,228)	(1,922)	(12,401)
(0.50)	License Compliance Officer	(10,541)	(2,846)	(1,823)	(15,210)
(0.25)	Community Information Specialist	(6,770)	(1,828)	(939)	(9,537)
(0.25)	Operations Supervisor	(6,627)	(1,789)	(1,909)	(10,325)
(1.19)	Animal Control Dispatcher	(24,191)	(6,767)	(8,069)	(39,027)
(0.25)	Animal Control Aide	(4,962)	(1,340)	(1,379)	(7,681)
(8.64)	<b>Subtotals</b>	<b>(204,599)</b>	<b>(55,878)</b>	<b>(53,293)</b>	<b>(313,770)</b>
	<b>Temporary</b>	<b>5,000</b>	<b>1,350</b>	<b>1,300</b>	<b>7,650</b>
	<b>Premium</b>	<b>4,000</b>	<b>1,080</b>	<b>1,040</b>	<b>6,120</b>
	<b>TOTALS</b>	<b>(195,599)</b>	<b>(53,448)</b>	<b>(50,953)</b>	<b>(300,000)</b>

## EXPENDITURE

TRANSACTION EB [ ] GM [ ] TRANSACTION DATE \_\_\_\_\_ ACCOUNTING PERIOD \_\_\_\_\_ BUDGET FY \_\_\_\_\_

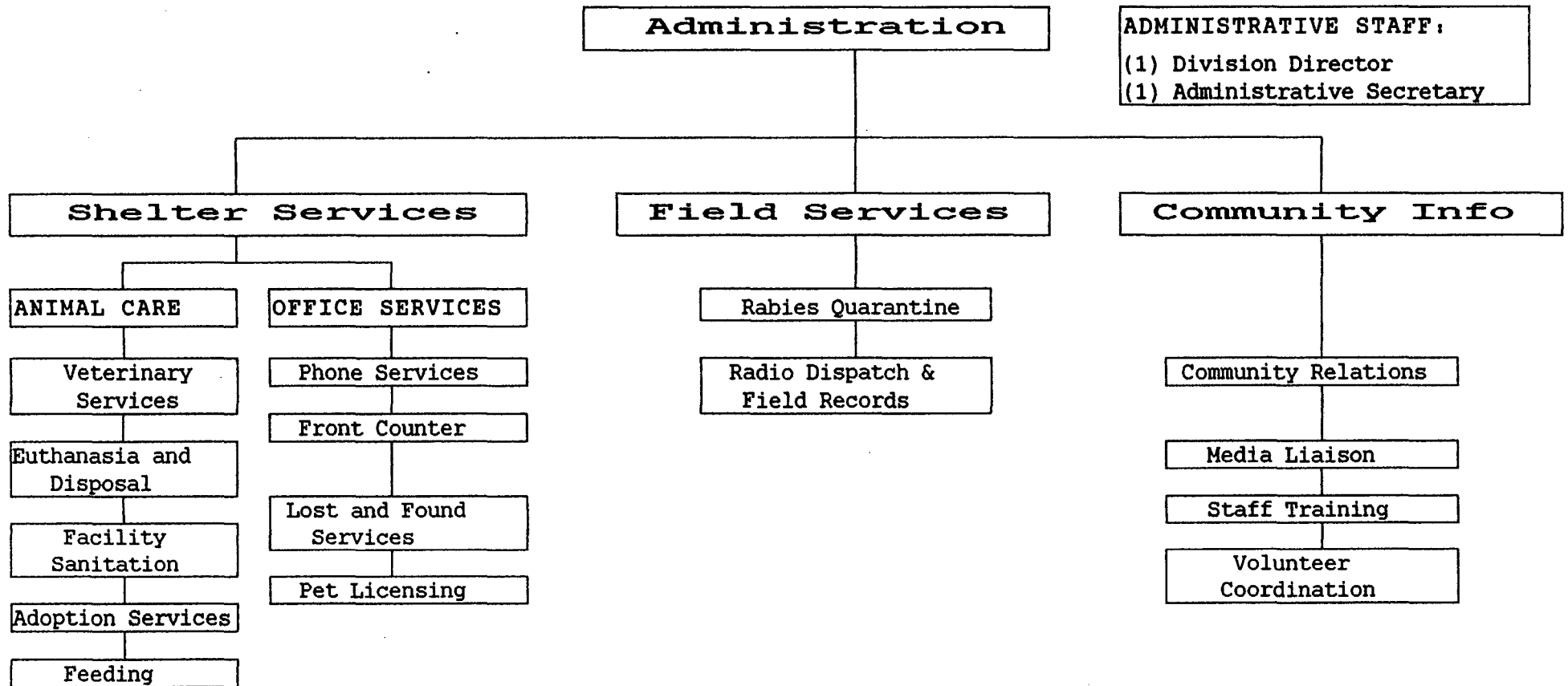
Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Increase (Decrease)	Sub - Total	Description
		100	030	5800			5100			(204,599)		Permanent
		100	030	5800			5200			5,000		Temporary
		100	030	5800			5400			4,000		Premium
		100	030	5800			5500			(53,448)		Fringe
		100	030	5800			5550			(50,953)		Insurance Benefits
											(300,000)	Personal Service Subtotal
		100	030	5800			6110			(10,550)		Emergency Vet Services
		100	030	5800			7150			6,000		Phone Info Referral
		100	030	5800			7300			(20,000)		Fleet Services
											(24,550)	Material & Services Subtotal
											(324,550)	Animal Control Total
		100	045	9120			7700			302,050	302,050	Gen Fund Contingency
											(22,500)	GF subtotal
		400	040	7531			6520			(50,953)	(50,953)	Insurance
		401	030	5900			6180			(20,000)	(20,000)	Fleet Serv
EXPENDITURE CHANGE											(93,453)	EXPENDITURE CHANGE

## REVENUE

TRANSACTION RB [ ] GM [ ] TRANSACTION DATE \_\_\_\_\_ ACCOUNTING PERIOD \_\_\_\_\_ BUDGET FY \_\_\_\_\_

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Increase (Decrease)	Sub - Total	Description
		100	030	5800			3028			(15,000)		Dog Licenses
		100	030	5800			6103			(5,000)		Animal Fees
		100	030	5800						(2,500)		Court Fines
											(22,500)	GF subtotal
		400	040	7531			6602			(50,953)	(50,953)	Svc. Reimb.
		401	030	5900			6602			(20,000)	(20,000)	Svc. Reimb.
REVENUE CHANGE											(93,453)	REVENUE CHANGE

Multnomah County Animal Control Division  
(Organizational Chart - FEE SUPPORTED)



**SHELTER SERVICES STAFF:**  
(1) Program Supervisor  
(5) Animal Care Techn  
(3) Office Assistants

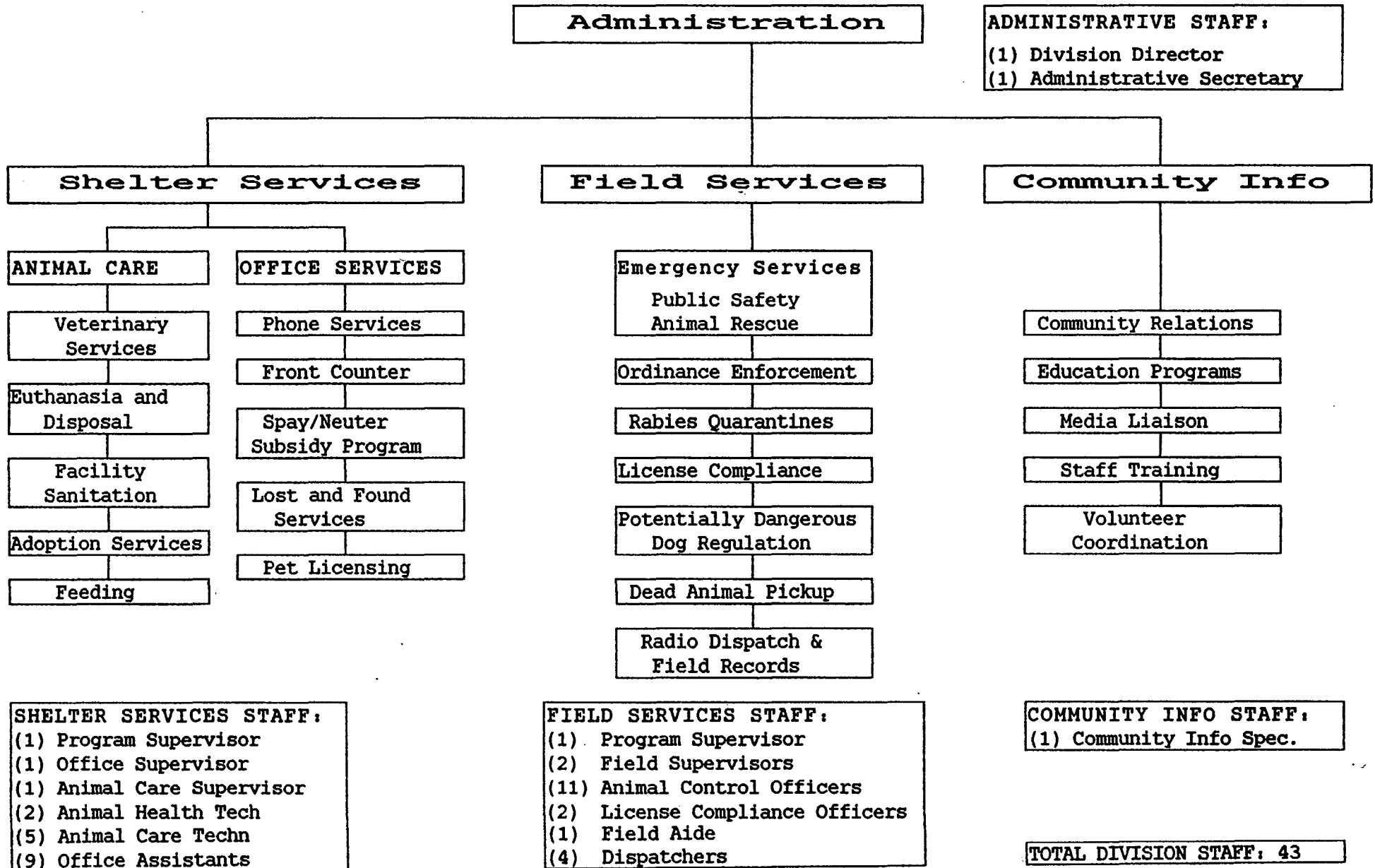
**FIELD SERVICES STAFF:**  
(2) Animal Control Officers

**COMMUNITY INFO STAFF:**  
None

**TOTAL DIVISION STAFF: 13**

(FOR COMPARISON PURPOSES

Multnomah County Animal Control Division  
(Organizational Chart FY91-92



**ANIMAL CONTROL DIVISION  
SERVICE REDUCTION WORKPLAN: OPTION A  
APRIL 1, 1992**

**GOAL:**

Implement Board policy to reorganize the Animal Control Division into a 100% fee supported program effective April 1, 1992.

**OBJECTIVES:**

- Provide a Budget Modification to the Board the first week of February that will reduce the FY 91-92 adopted Animal Control budget \$324,550.
- Send layoff notices to the thirty affected employees whose positions are eliminated in the Budget Modification - by March 1.
- Notice to terminate all professional service contracts associated with 24 hour emergency services - by March 1. These include: emergency veterinary services; emergency rescue services; and afterhours phone service.
- Notice to terminate the Animal Control services contract with the City of Portland by February 15. The County provides the "poundmaster" services and enforcement of parts of Title 13 of the City Code. County Counsel should review the agreement and make recommendations on appropriate notification.
- Notify Gresham, Troutdale, Fairview and Wood Village of the April 1st reduction in the County's animal control program - by March 1.
- Develop a phone information and referral system to accommodate the 700-900 daily phone calls made to animal control for services that will have been discontinued. The system needs to be in place by April 1, 1992.
- Distribute information to the public, elected officials, the media, neighborhood groups, police/sheriff agencies, the "911" center, the veterinary community, and animal welfare/rights organizations explaining what services have been discontinued; and, provide "self-help" educational information on solving animal problems in the community - by March 1.
- Repeal sections of Multnomah County Code 8.10 pertaining to discontinued services; or, amend MCC 8.10 to assign enforcement responsibility to other appropriate Departments (i.e. dangerous animal enforcement to the Sheriff/police, leash law enforcement to the Sheriff/police, etc).

**ANIMAL CONTROL DIVISION  
SERVICE REDUCTION SUMMARY: OPTION A  
APRIL 1, 1992**

- Reorganize Animal Control into a 100% fee supported program effective April 1, 1992.
- Reduce the FY 91-92 Animal Control budget by \$324,550 effective April 1, 1992.
- Reduce the Division staffing level from (43) FTEs to (13) FTEs.
- Provide the following state mandated animal services county-wide:
  - 1) Manage the County animal shelter that accepts stray, unwanted and abandoned animals; and, provide humane, sanitary, temporary care and shelter.
  - 2) Quarantine animals that have bitten any person or are suspected of rabies.
  - 3) Administer a county-wide pet license registration system for dogs and cats.
- Discontinue the following non-mandated animal services:
  - 1) 24 hour response to public safety emergencies involving dangerous dogs. (1,200 - FY 90-91)
  - 2) 24 hour emergency animal rescue and care. (2,700)
  - 3) Enforcement of animal nuisance ordinance. (7,700)
  - 4) Pick-up and disposal of dead animals from public property. (3,300)
  - 5) Regulate facilities housing dogs, cats, and exotic animals.
  - 6) Round-up and shelter loose, estray livestock.
  - 7) Regulate the ownership of potentially dangerous dogs.
  - 8) Investigate cases of animal abuse, abandonment, mistreatment or neglect. (1,600)
  - 9) Pick-up stray dogs held at homes, schools, or businesses. (1,500)
  - 10) Provide responsible pet ownership education for schools and community groups.

In FY 90-91, there were a total of 19,000 field responses for the above services.





FEB 13 1992  
R-54R-6


## MULTNOMAH COUNTY OREGON

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

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

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

**TO:** Board of County Commissioners

**FROM:** Paul Yarborough, Director  
Dept. of Environmental Services 

**SUBJECT:** Reductions in Animal Control Program

**DATE:** January 31, 1992

As you will recall, the 1991/92 General Fund budget reduction identified for DES earlier this fiscal year included a \$300,000 cut in Animal Control services. It was recommended that the County negotiate with the cities in Multnomah County to participate in the cost of this service; and, if unsuccessful, to reduce the program to a self-supporting service level effective April 1, 1992.

A detailed report was prepared by staff and presented to the Joint Government Committee on December 5, 1991. At that meeting, and in subsequent public statements, several City of Portland officials indicated that they had no intention to contribute financially to Animal Control services.

Therefore, the department is submitting to the Board on February 13 the budget modification and related work plan necessary to implement the April 1 service reduction previously identified (Bud Mod DES 19A). In addition, the department will be submitting an **alternative** budget modification (DES 19B) which proposes the **continuation of some of the more vital public health and safety services** currently provided by the Animal Control program. This alternative represents a reduction of \$138,000 in FY 91/92.

Given the improved financial situation of the County, however, it is my **personal recommendation** that the Board not adopt either of these alternatives and, instead, **continue to fund the Animal Control program at its current level**. These services are essential to the quality of life in the Portland metropolitan area and should be continued uninterrupted until such time as the affected political jurisdictions can agree on their respective roles in the provision and funding of animal control services.

*Handout #1*  
*2-11-92*  
*R-54K-6*

# Distribution of Referral Calls

MULTNOMAH COUNTY ANIMAL CONTROL

OPTION A: 700–900 CALLS PER DAY

	<u>700 – 900 Phone Calls per Day</u>
Portland	568 – 730
Troutdale	18 – 23
Gresham	66 – 85
Fairview	2
Wood Village	1
Unincorp	46 – 59

# Distribution of Referral Calls

MULTNOMAH COUNTY ANIMAL CONTROL

**OPTION B: 400–500 CALLS PER DAY**

	<u>400–500 Phone Calls per Day</u>
Portland	324 – 405
Troutdale	10 – 13
Gresham	38 – 47
Fairview	1
Wood Village	1
Unincorp	26 – 33

**Distribution of FY 91-92 Short Fall**  
**MULTNOMAH COUNTY ANIMAL CONTROL**

**Share of \$138,931**

Portland	\$108,977	78.44%
Troutdale	\$3,932	2.83%
Gresham	\$14,300	10.29%
Fairview	\$545	0.39%
Wood Village	\$312	0.22%
Unincorp	<u>\$10,865</u>	<u>7.82%</u>
 TOTAL COUNTY	 \$138,931	 100.00%

09-Feb-92

**Distribution of FY 92-93 Short Fall**  
**MULTNOMAH COUNTY ANIMAL CONTROL**

**Share of \$570,702**

Portland	\$447,502	78.44%
Troutdale	\$16,145	2.83%
Gresham	\$58,721	10.29%
Fairview	\$2,237	0.39%
Wood Village	\$1,280	0.22%
Unincorp	<u>\$44,617</u>	<u>7.82%</u>
<b>TOTAL COUNTY</b>	<b>\$570,502</b>	<b>100.00%</b>

COPY FOR DOK



CITY OF  
**PORTLAND, OREGON**  
OFFICE OF THE MAYOR

Office of  
J.E. Bud Clark, Mayor  
1220 S.W. 5th  
Portland, Oregon 97204  
(503) 823-4120

February 11, 1992

The Honorable Gladys McCoy  
Chair, Multnomah County Board of Commissioners  
106/1410  
Portland, OR 97204


Dear Gladys:

We have reviewed your recent staff report on animal control services and agree with the personal recommendations of Paul Varborough that the County should continue the program at its current service level.

Since our joint meetings with your Commission and representatives from Gresham, Troutdale and Wood Village, I have discussed the issue of animal control with each of our Council members. It is clear that there is no agreement on the Council that we should pick up all or part of the animal control services at this point. We have already assumed funding for the Chiers program and an additional share for some of the other programs, such as Human Relations and Arts, which we previously funded equally with Multnomah County. Without some programmatic shifts between the City and the County which would lead to savings on our side of the ledger, I cannot see us assuming a greater share of a responsibility that has been the County's over the last several years.

The taxpayers of Multnomah County, including those inside the City, have paid for animal control and deserve the service. We hope that you will find the resources to continue this necessary county function.

Sincerely,

  
J.E. Bud Clark  
Mayor

JEBC:dt:8

cc: City Council members  
Board of County Commissioners  
Steve Bauer, Director, Office of Finance & Adm.

CITY  
OF

**FAIRVIEW**

300 HARRISON ST., P.O. BOX 337  
FAIRVIEW, OREGON 97024  
(503)665-7929 FAX 666-0888

**MEMORANDUM**

**TO:** PAUL YARBOROUGH, DIRECTOR  
DEPARTMENT OF ENVIRONMENTAL  
SERVICES

**FROM:** MARILYN HOLSTROM, CITY OF FAIRVIEW  
PAM CHRISTIAN, CITY OF TROUTDALE  
MIKE CASEY, CITY OF GRESHAM

**DATE:** FEBRUARY 10, 1992

**SUBJECT:** REDUCTIONS IN ANIMAL CONTROL  
PROGRAM

We are in receipt of your February 5, 1992 memorandum regarding reductions in the animal control program. Unfortunately, we are unable to rearrange our schedules in order to participate in the informal session on Tuesday, February 11th.

The three cities recommend that you continue to fund the Animal Control Program at a level necessary to retain the functions now performed by the division until June 30, 1992. This would allow the cities an opportunity to meet and confer with county officials regarding future animal control services. It is our intention to assist in the development of a program that will benefit the community and at the same time meet the budget constraints of the jurisdictions.



BUDGET MODIFICATION NO. **DES 19B**

(For Clerk's Use) Meeting Date **FEB 13 1992**  
Agenda No. **R-6**

**FEB 20 1992**  
**R-7**

**1 REQUEST FOR PLACEMENT ON THE AGENDA FOR**

DEPARTMENT: **ENVIRONMENTAL SERVICES**  
CONTACT: **Mike Oswald**

DIVISION: **ANIMAL CONTROL**  
TELEPHONE: **248-4056**

NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: **Mike Oswald**

**SUGGESTED**

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

**Reduction of Animal Control to a basic county-wide service level, effective April 1, 1992.**

**2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)**

☐ PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This budget modification is an alternative to DES 19A and would reduce the FY 91-92 Animal control budget by \$138,931 and 16 positions. This reduction corresponds to almost \$600,000 on an annualized basis. The reduced budget would support state mandated services and basic county-wide services, including 24 hour emergency services, cruelty investigations, a reduced public education program, and spay-neuter services. The following services will be discontinued; leash law enforcement, animal nuisance ordinance enforcement, facility licensing, and livestock services. (See attached service level information.)

**Animal Control revenues are reduced by \$11,250 as a result of reduced operation for 3 months. The loss of revenues is approximately \$50,000 annually.**

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

Revenues from licenses and fees are reduced by \$11,250.

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

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

Originated by <i>Mike Oswald /blw</i>	Date <i>2/3/92</i>	Department Manager <i>[Signature]</i>	Date <i>2-3-92</i>
Budget Analyst <i>David C. Warren</i>	Date <i>2/3/92</i>	Personnel Analyst <i>[Signature]</i>	Date <i>2-3-92</i>
Board Approval	Date		



**PERSONNEL DETAIL FOR BUD MOD NO.**
**DES 19B**
**5. ANNUALIZED PERSONNEL CHANGES**

(Compute on a full year basis even though this action affects only a part of a fiscal year.)

FTE INCREASE (DECREASE)	POSITION TITLE	Annualized			
		BASE PAY	FRINGE	INSURANCE	TOTAL
(1.00)	Animal Health Technican	(24,453)	(6,602)	(3,594)	(34,649)
(5.00)	Animal Control Office Assistant	(96,660)	(26,095)	(27,385)	(150,140)
(5.00)	Animal Control Officer	(135,400)	(36,555)	(35,650)	(207,605)
(1.00)	Field Supervisor	(28,422)	(7,673)	(7,053)	(43,148)
(1.00)	License Compliance Officer	(21,082)	(5,692)	(3,648)	(30,422)
(1.00)	Operations Supervisor	(26,507)	(7,156)	(7,637)	(41,300)
(1.00)	Animal Control Dispatcher	(20,324)	(5,487)	(6,994)	(32,805)
(1.00)	Animal Control Aide	(19,849)	(5,359)	(5,515)	(30,723)
(16.00)	TOTAL CHANGE (ANNUALIZED)	(372,697)	(100,619)	(97,476)	(570,792)

**6. CURRENT YEAR PERSONNEL DOLLAR CHANGES**

(calculate costs or savings that will take place with this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

FTE INCREASE (DECREASE)	EXPLANATION OF CHANGE	CURRENT FISCAL YEAR			
		BASE PAY	FRINGE	INSURANCE	TOTAL
(0.25)	Animal Health Technican	(6,113)	(1,651)	(899)	(8,663)
(1.25)	Animal Control Office Assistant	(24,165)	(6,524)	(6,846)	(37,535)
(1.25)	Animal Control Officer	(33,850)	(9,139)	(8,913)	(51,902)
(0.25)	Field Supervisor	(7,106)	(1,918)	(1,763)	(10,787)
(0.25)	License Compliance Officer	(5,271)	(1,423)	(912)	(7,606)
(0.25)	Operations Supervisor	(6,627)	(1,789)	(1,909)	(10,325)
(0.25)	Animal Control Dispatcher	(5,081)	(1,372)	(1,749)	(8,202)
(0.25)	Animal Control Aide	(4,962)	(1,340)	(1,379)	(7,681)
					0
					0
					0
(4.00)	Subtotals	(93,175)	(25,156)	(24,370)	(142,701)
	Temporary	5,000	1,350	1,300	7,650
	Premium	4,000	1,080	1,040	6,120
	TOTALS	(84,175)	(22,726)	(22,030)	(128,931)

## EXPENDITURE

TRANSACTION EB [ ] GM [ ] TRANSACTION DATE \_\_\_\_\_ ACCOUNTING PERIOD \_\_\_\_\_ BUDGET FY \_\_\_\_\_

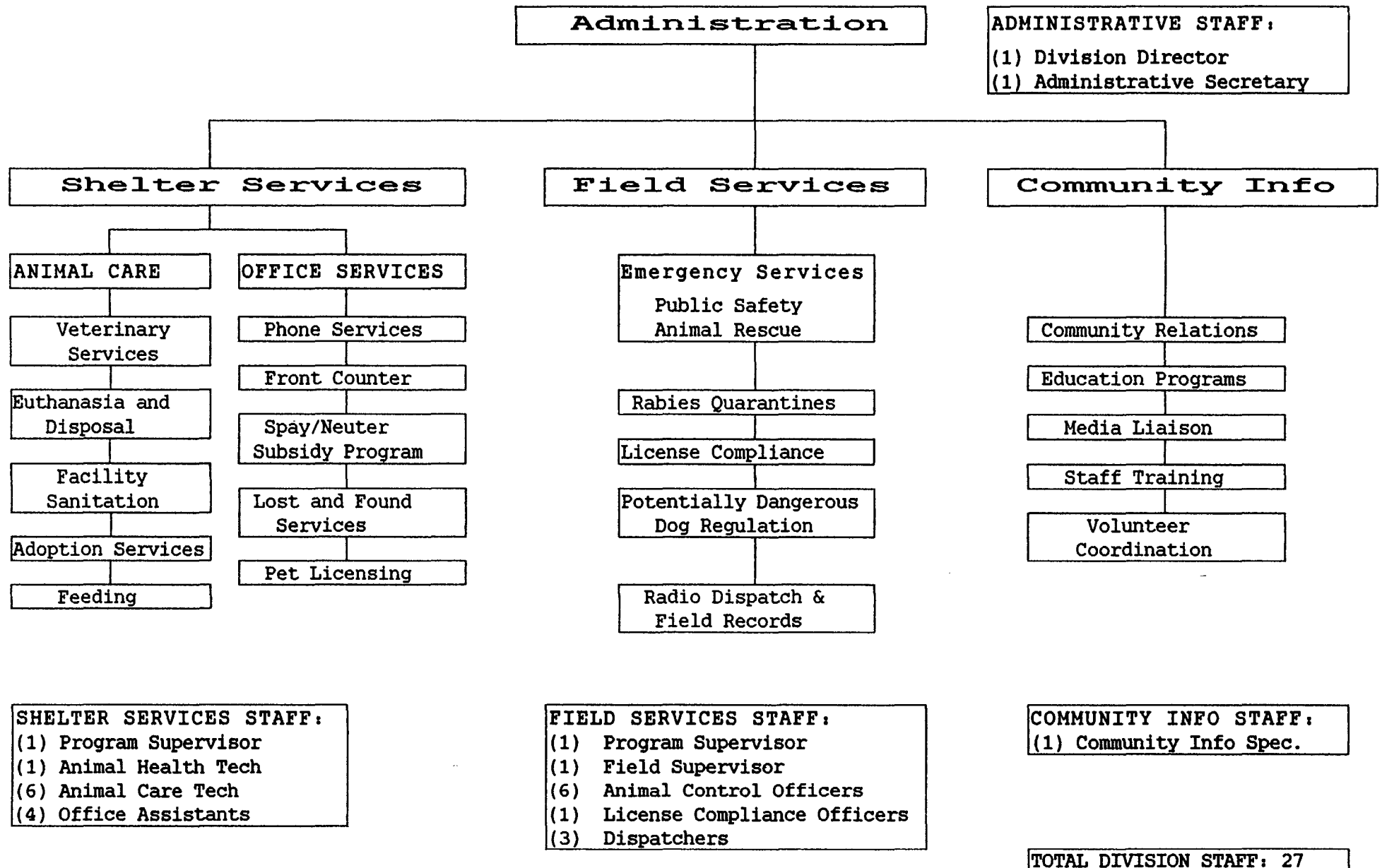
Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Increase (Decrease)	Sub-Total	Description
		100	030	5800			5100			(93,175)		Permanent
							5200			5,000		Temporary
							5400			4,000		Premium
							5500			(22,726)		Fringe
							5550			(22,030)		Insurance Benefits
											(128,931)	Personal Service Subtotal
							7300			(10,000)		Fleet Services
											(10,000)	Material & Services Subtotal
											(138,931)	Animal Control Total
		100	045	9120			7700			127,681	127,681	Gen Fund Contingency
											(11,250)	GF subtotal
		400	040	7531			6520			(22,030)	(22,030)	Insurance
		401	030	5900			6180			(10,000)	(10,000)	Fleet Serv
EXPENDITURE CHANGE											(43,280)	EXPENDITURE CHANGE

## REVENUE

TRANSACTION RB [ ] GM [ ] TRANSACTION DATE \_\_\_\_\_ ACCOUNTING PERIOD \_\_\_\_\_ BUDGET FY \_\_\_\_\_

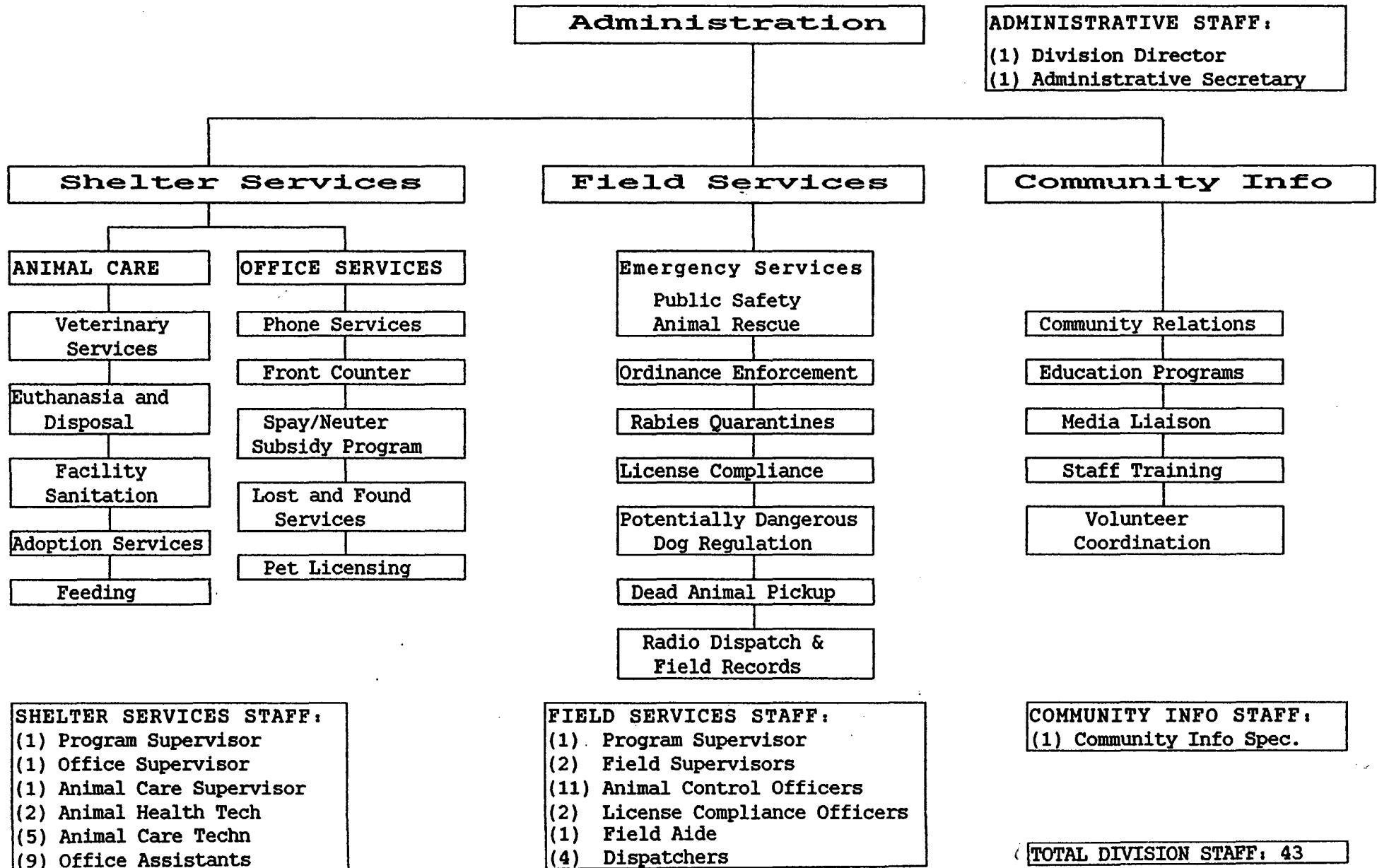
Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Increase (Decrease)	Sub-Total	Description
		100	030	5800			3028			(7,500)		Dog Licenses
		100	030	5800			6103			(2,500)		Animal Fees
		100	030	5800						(1,250)		Court Fines
											(11,250)	GF subtotal
		400	040	7531			6602			(22,030)	(22,030)	Svc. Reimb.
		401	030	5900			6602			(10,000)	(10,000)	Svc. Reimb.
REVENUE CHANGE											(43,280)	REVENUE CHANGE

Multnomah County Animal Control Division  
(Organizational Chart - BASIC SERVICE)



(FOR COMPARISON PURPOSES

Multnomah County Animal Control Division  
(Organizational Chart FY91-92



**ANIMAL CONTROL DIVISION  
SERVICE REDUCTION WORKPLAN: OPTION B  
APRIL 1, 1992**

**GOAL:**

Reorganize the Animal Control division into a program that provides Basic County-wide animal care and regulation services effective April 1, 1992.

**OBJECTIVES:**

- Provide a Budget Modification to the Board the first week of February that will reduce the FY 91-92 adopted Animal Control budget by \$138,931 to \$1,759,946.
- Send layoff notices to the sixteen affected employees whose positions are eliminated in the Budget Modification - by March 1.
- Renegotiate the Animal Control services contract with the City of Portland to reflect the Basic Service Levels to be provided by the County - new agreement by June 30, 1992.
- Notify Gresham, Troutdale, Fairview and Wood Village of the County's reorganization of animal control to a basic animal care and regulation service level - by March 1.
- Develop a phone information and referral system to accommodate the 400-500 daily phone calls made to animal control for services that will have been discontinued. the system needs to be in place by April 1, 1992.
- Distribute information to the public, elected officials, the media, neighborhood groups, police/sheriff agencies, the "911" center, the veterinary community, and animal welfare/rights organizations explaining what services have been discontinued; and, provide "self-help" educational information on solving animal problems in the community - by March 1.
- Repeal sections of Multnomah County Code 8.10 pertaining to discontinued services; or, amend MCC 8.10 to assign enforcement responsibility to other appropriate Departments (i.e nuisance ordinance enforcement to the Sheriff/police/County Counsel).

**ANIMAL CONTROL DIVISION  
SERVICE REDUCTION SUMMARY: OPTION B  
BASIC SERVICE LEVEL**

- Reorganize the Animal Control Division into a program that provides Basic County-wide animal care and regulation services effective April 1, 1992.
- Reduce the FY 91-92 Animal Control budget by \$138,931; effective April 1, 1992.
- Reduce the Division staffing level from (43) FTEs to (27) FTEs.
- Provide the following Basic animal care and regulation services county-wide:
  - 1) Manage the County animal shelter that accepts stray, unwanted and abandoned animals; and, provide humane, sanitary, temporary care and shelter.
  - 2) Quarantine animals that have bitten any person or are suspected of rabies.
  - 3) Administer a county-wide pet license registration system for dogs and cats.
  - 4) 24 hour response to public safety emergencies involving dangerous dogs.
  - 5) 24 hour emergency animal rescue and care.
  - 6) Regulate the ownership of potentially dangerous dogs.
  - 7) Investigate cases of animal abuse, abandonment, mistreatment, or neglect.
  - 8) Pick-up stray dogs held at homes, schools, or businesses.
  - 9) Provide responsible pet ownership education for schools and community groups.
  - 10) Spay/Neuter program - reduced level.
- Discontinue the following animal services:
  - 1) Enforcement of animal nuisance ordinance.
  - 2) Pick-up and disposal of dead animals from public property.
  - 3) Regulate facilities housing dogs, cats, and exotic animals.
  - 4) Round-up and shelter loose, estray livestock.