

**ANNOTATED MINUTES**

Thursday, July 8, 1993 - 9:30 AM  
Multnomah County Courthouse, Room 602

**REGULAR MEETING**

Acting Chair Henry C. Miggins convened the meeting at 9:31 a.m., with Vice-Chair Gary Hansen, Commissioners Sharron Kelley, Tanya Collier and Dan Saltzman present.

**AT THE SUGGESTION OF VICE-CHAIR HANSEN, THE AGENDA WAS REARRANGED TO EXPEDITE MEETING.**

**CONSENT CALENDAR**

**UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER COLLIER, THE CONSENT CALENDAR (ITEMS C-1 THROUGH C-4) WAS UNANIMOUSLY APPROVED.**

**SHERIFF'S OFFICE**

C-1 In the Matter of Transfer of Found/Unclaimed or Unidentified Property to the Department of Environmental Services

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

C-2 ORDER in the Matter of the Execution of Correction Deed D930777 to Correct an Historical Error in Title Precipitated by Tax Foreclosure

**ORDER 93-242.**

C-3 ORDER in the Matter of Contract 15757 for the Sale of Certain Real Property to Raymond Tindell

**ORDER 93-243.**

C-4 ORDER in the Matter of Cancellation of Land Sale Contract 15606 between Multnomah County, Oregon and ROBERT HALES upon Default of Payments and Performance of Covenants

**ORDER 93-244.**

**REGULAR AGENDA**

**PUBLIC CONTRACT REVIEW BOARD**

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

R-2 ORDER in the Matter of an Exemption from Public Bidding, Contracts with Safeway, Fred Meyer, Albertsons, McDonalds, Burger King, Ray's Grocery & Payless Grocery for the Purchase of Food Vouchers

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, ORDER 93-245 WAS UNANIMOUSLY APPROVED.

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

NON-DEPARTMENTAL

- R-3 In the Matter of Ratification of the Collective Bargaining Agreement between Multnomah County and Local #88, AFSCME (Juvenile Groupworker)

COMMISSIONER HANSEN MOVED AND COMMISSIONER KELLEY SECONDED, FOR APPROVAL OF R-3. COMMISSIONER COLLIER DISCLOSED POTENTIAL CONFLICT OF INTEREST IN THAT HER HUSBAND'S LAW FIRM REPRESENTS UNION. EXPLANATION FROM LABOR RELATIONS MANAGER KEN UPTON. TESTIMONY IN SUPPORT OF CONTRACT FROM UNION REPRESENTATIVE TIM NACOSTE. VOTE ON MOTION UNANIMOUSLY APPROVED.

MANAGEMENT SUPPORT

- R-5 RESOLUTION in the Matter of the Cancellation of Certain Checks Heretofore Issued by Multnomah County More than Seven (7) Years Prior to July 1, 1993, and Not Heretofore Presented for Payment

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, RESOLUTION 93-246 WAS UNANIMOUSLY APPROVED.

- R-6 RESOLUTION in the Matter of Accepting the Recommendation of the Employee Suggestion Committee Regarding Employee Suggestion Number DHS-14

UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER KELLEY, RESOLUTION 93-247 WAS UNANIMOUSLY APPROVED.

- R-7 RESOLUTION in the Matter of Accepting the Recommendation of the Employee Suggestion Committee Regarding Employee Suggestion Number DHS-15

UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER COLLIER, RESOLUTION 93-248 WAS UNANIMOUSLY APPROVED. VICE-CHAIR HANSEN COMMENDED RETTA WHITE FOR HER EFFORTS WITH THE SPACE REDESIGN OF CLEVELAND SCHOOL CLINIC.

- R-8 In the Matter of the Review, Discussion, and Adoption of the Budget Notes to the 1993-94 Multnomah County Adopted Budget

COMMISSIONER HANSEN MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL FOR INCLUSION OF

RECOMMENDED BUDGET NOTES AS SUBMITTED BY BUDGET MANAGER DAVE WARREN AND COMMISSIONER SALTZMAN. MR. WARREN AND COUNTY COUNSEL LARRY KRESSEL RESPONSE TO BOARD POLICY DIRECTION COMMENTS AND DISCUSSION.

UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, IT WAS UNANIMOUSLY APPROVED THAT COMMISSIONER SALTZMAN'S HEALTH DEPARTMENT 3) STATEMENT BE AMENDED TO READ "HEALTH DEPARTMENT MUST FIND MORE COST-EFFECTIVE MEANS TO DELIVER INTERPRETATIVE SERVICES TO ITS CLIENTS."

COMMISSIONER KELLEY MOVED AND COMMISSIONER COLLIER SECONDED, THAT COMMISSIONER SALTZMAN'S COMMUNITY CORRECTIONS 1) STATEMENT BE AMENDED TO READ "DCC SHOULD CONTINUE TO EXPLORE POTENTIAL FOR USE OF CALLER ID AS MEANS OF INCREASING EFFECTIVENESS OF SUPERVISION OF PAROLEES AND PROBATIONERS." COMMISSIONER SALTZMAN REQUESTED THAT DCC DIRECTOR TAMARA HOLDEN PROVIDE HIM WITH WRITTEN INFORMATION ON CALLER ID. VOTE ON MOTION UNANIMOUSLY APPROVED.

COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, THAT COMMISSIONER SALTZMAN'S COMMUNITY CORRECTIONS 2) STATEMENT BE DELETED. MS. HOLDEN EXPLAINED COUNTY'S RANDOM DRUG TESTING PRACTICE, DISCUSSED FUTURE FUNDING PLANS VIA A \$2.75 PER TEST FEE, AND REQUESTED FURTHER DISCUSSION WHEN BOARD MEETS ON COMMUNITY CORRECTIONS ACT PLAN. COMMISSIONER KELLEY ADVISED A PUBLIC SAFETY SYSTEM WORK SESSION IS SCHEDULED FOR AUGUST. VOTE ON MOTION UNANIMOUSLY APPROVED.

COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, THAT THE LAST SENTENCE IN COMMISSIONER SALTZMAN'S COMMUNITY CORRECTIONS 3) STATEMENT BE AMENDED TO READ "IT IS THE COMMISSIONER'S IMPRESSION THAT THE NUMBER OF PAROLE AND PROBATION OFFICERS NOT BE REDUCED, BUT THE COMMISSION WILL REVIEW THIS ISSUE IN THE CONTEXT OF THE FINAL CORRECTIONS PLAN THAT EMERGES FROM THE LEGISLATIVE SESSION." MR. WARREN RESPONSE TO BOARD QUESTIONS AND DISCUSSION. COMMISSIONER COLLIER SPOKE AGAINST THE PROPOSED AMENDMENT. VOTE ON MOTION APPROVED WITH COMMISSIONERS KELLEY, HANSEN, SALTZMAN AND MIGGINS VOTING AYE AND COMMISSIONER COLLIER VOTING NAY.

FOLLOWING DISCUSSION WITH MR. WARREN AND UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, IT WAS UNANIMOUSLY APPROVED THAT THE WORD "DEDICATED" BE REPLACED

WITH THE WORD "RESERVED" IN COMMISSIONER SALTZMAN'S COMMUNITY CORRECTIONS 3) AND SHERIFF 4) STATEMENTS. [COMMUNITY CORRECTIONS 3) TO READ ". . . RESERVED \$506,000 . . . FOR THE POTENTIAL OF PRESERVING PAROLE AND PROBATION OFFICER POSITIONS . . ." AND SHERIFF 4) . . ."RESERVED \$261,000 . . . FOR THE POTENTIAL OF PURCHASING HARDWARE AND PERSONNEL FOR COURTHOUSE SECURITY."

COMMISSIONERS KELLEY AND SALTZMAN DISCUSSION REGARDING COMMISSIONER SALTZMAN'S SHERIFF 1) AND 2) STATEMENTS. COMMISSIONER KELLEY MOVED AND COMMISSIONER COLLIER SECONDED, THAT COMMISSIONER SALTZMAN'S SHERIFF 2) AND 3) STATEMENTS BE DELETED, AND THAT A NEW 2) BE AMENDED TO READ "THE COMMISSION SUPPORTS A PARTICIPATION OF THE SHERIFF IN THE COORDINATED APPROACH TO POLICING RECOMMENDED BY THE COUNCIL OF LAW ENFORCEMENT OFFICIALS (CLEO)." BOARD COMMENTS. VOTE ON MOTION UNANIMOUSLY APPROVED. CHAIR MIGGINS DIRECTED THAT COMMISSIONER SALTZMAN'S SHERIFF 4) BE RENUMBERED SHERIFF 3).

VOTE ON MOTION TO APPROVE RECOMMENDED BUDGET NOTES AS AMENDED UNANIMOUSLY APPROVED.

#### NON-DEPARTMENTAL

- R-4 First Reading and Possible Adoption of an ORDINANCE Amending Ordinance 720 to Provide Changes in the Bylaws of the Metropolitan Human Rights Commission and Declaring an Emergency

PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER HANSEN MOVED, AND COMMISSIONER KELLEY SECONDED, APPROVAL OF FIRST READING. MHRC DIRECTOR HELEN CHEEK PRESENTED EXPLANATION AND TESTIMONY IN SUPPORT OF PROPOSED ORDINANCE. COMMISSIONER COLLIER COMMENDED THE WORK OF MHRC MEMBERS. VOTE ON MOTION ADOPTING ORDINANCE 771 UNANIMOUSLY APPROVED.

#### DEPARTMENT OF HEALTH

- R-1 First Reading of an ORDINANCE to Adopt an Ambulance Service Area (ASA) Plan for Multnomah County

PROPOSED ORDINANCE READ BY TITLE ONLY. COPIES AVAILABLE. COMMISSIONER COLLIER DISCLOSED POTENTIAL CONFLICT OF INTEREST IN THAT HER HUSBAND'S LAW FIRM REPRESENTS THE FIREFIGHTERS AND AMALGAMATED TRANSIT WORKERS UNIONS. COMMISSIONER COLLIER MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF THE FIRST READING. EMS DIRECTOR BILL COLLINS EXPLAINED

THAT ATTACHMENT A PROPOSES A PUBLIC/PRIVATE AMBULANCE TRANSPORT SYSTEM IMPLEMENTED BY AWARD PROCESS; SINGLE DISPATCH WITH CLOSEST UNITS SENT; SINGLE MEDICAL DIRECTOR EMPLOYED BY COUNTY; REGULATION; SUPPORT FOR RURAL PROVIDERS; RESPONSE TIME ZONES FOR URBAN AND RURAL AREAS; POOLED INTEGRATED TRAINING PROGRAM; WORKFORCE CONSIDERATIONS DEALING WITH TURNOVER, DIVERSITY, LABOR RELATIONS; PREVENTION PROGRAM AIMED AT APPROPRIATE USE OF 9-1-1; EMS PROGRAM ADMINISTRATION RESIDING WITHIN HEALTH DEPARTMENT. COMMISSIONER SALTZMAN DISCUSSED AND SUBMITTED HIS STATEMENT SUPPORTING VARIOUS CHANGES TO PROPOSED AMBULANCE SERVICE AREA PLAN. COMMISSIONER SALTZMAN MOVED AND UPON PASSING GAVEL TO VICE-CHAIR HANSEN, CHAIR MIGGINS SECONDED, APPROVAL OF AMENDMENTS TO PROPOSED PLAN. BOARD COMMENTS AND DISCUSSION. COUNTY COUNSEL LARRY KRESSEL RESPONSE TO BOARD QUESTIONS. COMMISSIONER SALTZMAN WITHDREW HIS MOTION AND ADVISED HE WILL INTRODUCE HIS AMENDMENTS AT THE SECOND READING. MR. KRESSEL ADVISED ANY SUBSTANTIVE AMENDMENTS WILL REQUIRE AN ADDITIONAL READING OF THE PROPOSED ORDINANCE. TESTIMONY IN SUPPORT OF PROPOSED PLAN BY TOM STEINMAN, LYNN DAVIS, JOHN WILSON, DOUG ROWLAND, DONALD LEWIS, RANDY LEONARD, RANDY FLOREA, PHILIP LOVING, GORDON JOHNSTON, MARK DRAKE, CHRIS THOMAS, KYLE GORMAN, TYLER WALTHERS, KEVIN SHANDERS, GREG KELLER, MIKE ZAVOSKEY, JIM BIEKER, DARRELL KNOTT AND JOHN MOORHEAD. TESTIMONY AGAINST PROPOSED PLAN BY VERNON HILT, RON HEINTZMAN, RANDY LAUER, TERRY MARSH, BOB YOESELE, MARK MCCULLOUGH, DAVID LANDSTROM, HENRY ANNEN, INGRID THORNQUIST, GARY MCLEAN, MICHAEL CHRISTIE, BETH MURPHY, MARY ANN MORRISON, DAVID FULLER, JOHN PRAGGASTIS, COLE THEANDER, JEFF LAWRENCE, JUNITA KAUBLE, SEAN RILEY AND JEAN MCSHERRY. LYNN BONNER READ WRITTEN COMMENTS FROM MIKE ANDERSON OF KAISER PERMANENTE. CHAIR MIGGINS DIRECTED STAFF TO PROVIDE DEFINITIONS OF TIME CRITICAL/NON-TIME CRITICAL EMERGENCIES AND REQUESTED THAT STAFF AND THE BOARD REVIEW/EVALUATE PROPOSED PLAN REGARDING PREVENTION (PAGE 13), CLOSEST PROVIDER TRANSPORT ISSUE AND LABOR ISSUES (PAGE 27), BY NEXT WEEK. MR. KRESSEL RESPONSE TO COMMISSIONERS SALTZMAN AND HANSEN QUESTIONS CONCERNING SUBSTANTIVE AMENDMENTS TO PROPOSED ORDINANCE. COMMENTS BY COMMISSIONERS SALTZMAN, COLLIER AND HANSEN. VOTE ON MOTION APPROVED WITH COMMISSIONERS KELLEY, HANSEN, SALTZMAN AND MIGGINS VOTING AYE AND COMMISSIONER SALTZMAN VOTING NAY. SECOND READING SCHEDULED FOR 9:30 AM, THURSDAY, JULY 15, 1993.

PUBLIC COMMENT

R-9 Opportunity for Public Comment on Non-Agenda Matters.  
Testimony Limited to Three Minutes Per Person.

There being no further business, the meeting was adjourned  
at 12:50 p.m.

OFFICE OF THE BOARD CLERK  
for MULTNOMAH COUNTY, OREGON

By Deborah C. Coaster

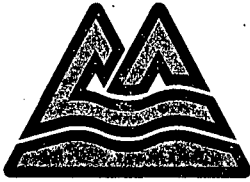
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Thursday, July 8, 1993 - 1:30 PM  
Multnomah County Courthouse, Room 602

WORK SESSION

WS-2 Discussion and Further Review of the Tax Title Audit Report  
Recommendations. Presented by Betsy Williams.

BETSY WILLIAMS PRESENTATION AND RESPONSE TO  
BOARD QUESTIONS. KATHY TUNEBERG, JOHN DuBAY  
AND WAYNE GEORGE RESPONSE TO BOARD QUESTIONS.  
BOARD CONSENSUS ON PROPOSED MISSION STATEMENTS,  
VALUES, UNDERLYING ASSUMPTIONS, GOALS AND  
OBJECTIVES, ISSUES AND PROPOSED POLICIES.  
ADDITIONAL WORK SESSION TO BE SCHEDULED.



# MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK  
SUITE 1510, PORTLAND BUILDING  
1120 S.W. FIFTH AVENUE  
PORTLAND, OREGON 97204

BOARD OF COUNTY COMMISSIONERS		
GLADYS McCOY •	CHAIR •	248-3308
DAN SALTZMAN •	DISTRICT 1 •	248-5220
GARY HANSEN •	DISTRICT 2 •	248-5219
TANYA COLLIER •	DISTRICT 3 •	248-5217
SHARRON KELLEY •	DISTRICT 4 •	248-5213
CLERK'S OFFICE •	248-3277 •	248-5222

## AGENDA

### MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

#### FOR THE WEEK OF

July 5 - 9, 1993

Monday, July 5, 1993 - HOLIDAY - COUNTY OFFICES CLOSED

Tuesday, July 6, 1993 - 9:30 AM - Board Briefings . . . . .Page 2

Tuesday, July 6, 1993 - 2:00 PM - Work Session. . . . .Page 2

Thursday, July 8, 1993 - 9:30 AM - Regular Meeting. . . . .Page 2

Thursday, July 8, 1993 - 1:30 PM - Work Session . . . . .Page 3

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

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

Thursday, 10:00 PM, Channel 49 for Columbia Cable (Vancouver) 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

INDIVIDUALS WITH DISABILITIES MAY CALL THE OFFICE OF THE BOARD CLERK AT 248-3277 OR 248-5222 OR MULTNOMAH COUNTY TDD PHONE 248-5040 FOR INFORMATION ON AVAILABLE SERVICES AND ACCESSIBILITY.

Tuesday, July 6, 1993 - 9:30 AM

Multnomah County Courthouse, Room 602

BOARD BRIEFINGS

- B-1 Briefing on the Status of Tax Title Audit Recommendations and Other Issues. Presented by Betsy Williams. 9:30 TIME CERTAIN, 1 HOUR REQUESTED.
- B-2 Briefing on Land Use Appeal Procedure. Presented by Larry Kressel and Scott Pemble. 10:30 AM TIME CERTAIN, 1 HOUR REQUESTED.
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Tuesday, July 6, 1993 - 2:00 PM

Multnomah County Courthouse, Room 602

WORK SESSION

- WS-1 Work Session to Consider Emergency Medical Services Ambulance Service Area Plan Elements and Consider and Modify Draft Plan. Public May Attend, However Invited Testimony Only, No Public Testimony. Facilities by Bill Collins. 2:00 TIME CERTAIN, 2 HOURS REQUESTED.
- 

Thursday, July 8, 1993 - 9:30 AM

Multnomah County Courthouse, Room 602

REGULAR MEETING

CONSENT CALENDAR

SHERIFF'S OFFICE

- C-1 In the Matter of Transfer of Found/Unclaimed or Unidentified Property to the Department of Environmental Services

DEPARTMENT OF ENVIRONMENTAL SERVICES

- C-2 ORDER in the Matter of the Execution of Correction Deed D930777 to Correct an Historical Error in Title Precipitated by Tax Foreclosure
- C-3 ORDER in the Matter of Contract 15757 for the Sale of Certain Real Property to Raymond Tindell
- C-4 ORDER in the Matter of Cancellation of Land Sale Contract 15606 between Multnomah County, Oregon and ROBERT HALES upon Default of Payments and Performance of Covenants

REGULAR AGENDA

DEPARTMENT OF HEALTH

- R-1 First Reading of an ORDINANCE to Adopt an Ambulance Service Area (ASA) Plan for Multnomah County



PUBLIC CONTRACT REVIEW BOARD

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

- R-2 ORDER in the Matter of an Exemption from Public Bidding, Contracts with Safeway, Fred Meyer, Albertsons, McDonalds, Burger King, Ray's Grocery & Payless Grocery for the Purchase of Food Vouchers

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

NON-DEPARTMENTAL

- R-3 In the Matter of Ratification of the Collective Bargaining Agreement between Multnomah County and Local #88, AFSCME (Juvenile Groupworker)

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MANAGEMENT SUPPORT

- R-5 RESOLUTION in the Matter of the Cancellation of Certain Checks Heretofore Issued by Multnomah County More than Seven (7) Years Prior to July 1, 1993, and Not Heretofore Presented for Payment

- R-6 RESOLUTION in the Matter of Accepting the Recommendation of the Employee Suggestion Committee Regarding Employee Suggestion Number DHS-14

- R-7 RESOLUTION in the Matter of Accepting the Recommendation of the Employee Suggestion Committee Regarding Employee Suggestion Number DHS-15

- R-8 In the Matter of the Review, Discussion, and Adoption of the Budget Notes to the 1993-94 Multnomah County Adopted Budget

PUBLIC COMMENT

- R-9 Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.

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Thursday, July 8, 1993 - 1:30 PM

Multnomah County Courthouse, Room 602

WORK SESSION

- WS-2 Discussion and Further Review of the Tax Title Audit Report Recommendations. Presented by Betsy Williams. 2 HOURS REQUESTED.

0266C/1-3  
cap

GARY HANSEN  
Multnomah County Commissioner  
District 2



1120 S.W. Fifth Avenue, Suite 1500  
Portland, Oregon 97204  
(503) 248-5219

MEMORANDUM

TO: Chair: Miggins  
Commissioners: Saltzman  
Collier  
Kelley

FROM: Gary Hansen

DATE: June 22, 1993

SUBJECT: Vacation

I will be on vacation July 5 through July 9, therefore, I will miss the Board meetings July 6 and 8th.

1993 JUN 22 PM 4:15  
MULTNOMAH COUNTY  
OREGON



CITY OF

# PORTLAND, OREGON

BUREAU OF BUILDINGS

## Gregory Carlson

Housing Services Supervisor

Housing and Nuisance Abatement

1120 S.W. 5th Avenue, Room 930

Portland, Oregon 97204-1992

Mailing Address: P.O. Box 8120

Portland, Oregon 97207-8120

Phone:

(503) 823-7327

823-7306

FAX: 823-6983

TDD # (for speech and hearing impaired): (503) 823-6868

B106/930

MEETING DATE: JUL 08 1993

AGENDA NO: WS-2

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Tax Title Work Session

BOARD BRIEFING Date Requested: Thursday, July 8, 1993

Amount of Time Needed: Approximately 2 hours

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

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

DEPARTMENT: Non Departmental DIVISION: BCC

CONTACT: Virginia/Mike TELEPHONE #: 248-5219  
BLDG/ROOM #: 106-1500

PERSON(S) MAKING PRESENTATION: Betsy Williams

**ACTION REQUESTED:**

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

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

To further review the Tax Title Audit report *recommendations*.

*7/12/93 Copies to Gregory Carlson*

CLERK OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1993 JUN 30 AM 10:19

**SIGNATURES REQUIRED:**

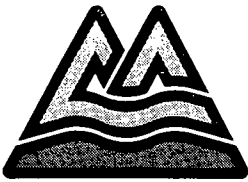
ELECTED OFFICIAL: *Gary Hansen*

OR

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

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

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



# MULTNOMAH COUNTY OREGON

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

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

## GOALS FOR JULY 8 WORK SESSION

### ON TAX TITLE PROGRAM

- I. Review department recommendations and proposed workplan  
and receive direction to proceed with implementation.  
(15 minutes)
  
- II. Achieve Board consensus/validation on program
  - Mission,
  - Underlying Values,
  - Underlying Assumptions, and
  - Goals.(45 - 75 minutes)
  
- III. Establish process for concluding establishment of  
governing program policies.  
(15 minutes)
  
- IV. Begin Board review of proposed policies, and achieve  
Board consensus where possible within timeframe.

## PROPOSED REORGANIZATION OF FUNCTIONS IN THE CURRENT TAX TITLE ORGANIZATION

### PURPOSE

The purpose of this paper is to present a proposed reorganization of the current Tax Title organization. The paper will present:

- assumptions underlying proposed changes,
- major functions that will be realigned,
- issues ( policy & legal) that need resolution;
- a timeline for implementation
- organizational structure (chart)
- costs associated with the change

### GOAL OF THE REORGANIZATION.

The goal of the reorganization is to align specific functions within the current Tax Title Organization to existing organizations--Assessment and Taxation, and Facilities Management--with the organization that has the best existing infrastructure (systems, skill sets, management experience) for the specific functions.

### ASSUMPTIONS

- Facilities management has expertise in the management of properties, both developed and undeveloped and should continue to retain all responsibility for the ongoing maintenance and rehab of properties.
- Assessment and Taxation has expertise in billing and accounts management and should assume those responsibilities that have to do with setting up accounts, maintaining cost tracking records, developing and producing reports.
- Some activities (e.g. Auctions, determination of disposition of unique properties, etc.) will need to be coordinated between the two organizations, and effective, timely, ongoing communication and problem-solving will be necessary for the coordination of these and all other functions that

pertain to Tax Title and property disposition activities.

- Neither Assessment & Taxation nor Facilities Management have responsibility or staff expertise in handling social situations that arise from the tax foreclosure process. Needs in this area need to be coordinated with the County's social service programs.

### FUNCTIONAL REALIGNMENT

The chart , "Realignment of Tax Foreclosed Property Functions," in the appendix ("A") displays the functional realignment. This chart identifies major activities. Under each activity is a set of sub activities. These have yet to be fully defined. However, during the implementation, each step will be defined and procedures for each activity will be written. Where appropriate, organizational policy will be developed.

Also, a chart displaying both the tax foreclosure process and the foreclosed property disposition process is included in the appendix ("Tax Foreclosure & Property Disposition," "B")

### ISSUES

Several issues have been identified as a result of the audit and subsequent organizational examination.

These issues have been identified as a result of unclear policy (or no policy) or a result of the need for clear procedures. In addition, there are issues that are a result of either a lack of statutory authority, a lack of clarity on statutory requirements, a need for ordinances/resolutions or conflicting ordinances or resolutions.

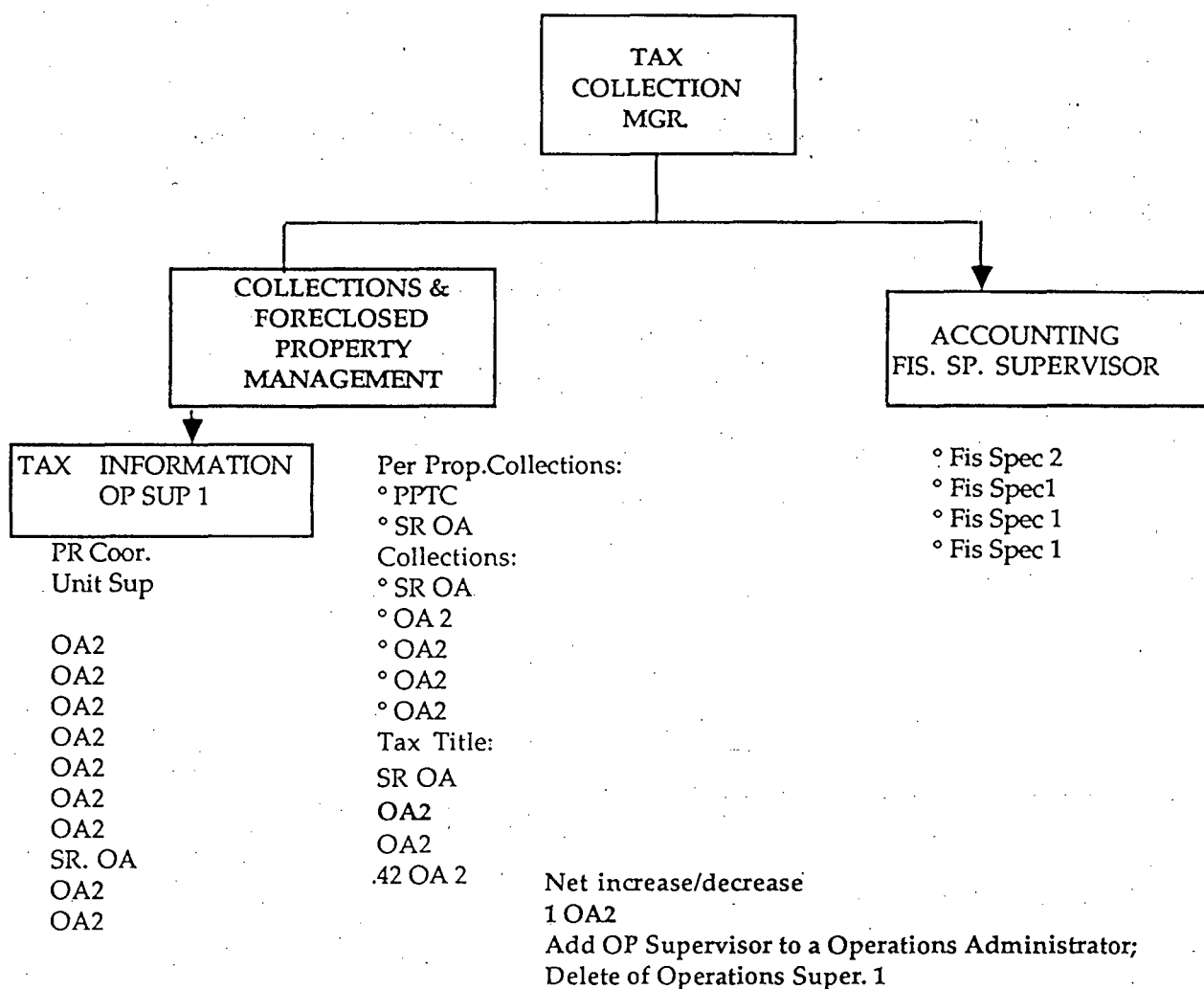
The chart in the appendix of this paper, "Tax Foreclosure Procedural Issues" ("C") displays these issues. The issues are organized chronologically within the tax foreclosure process.



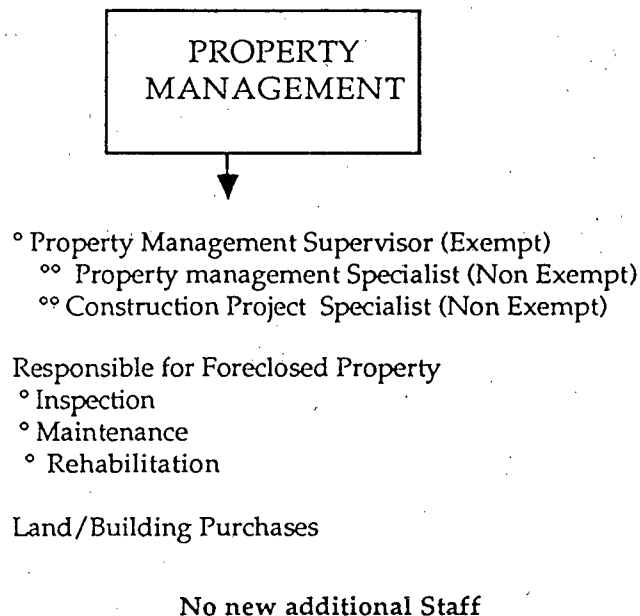
## ORGANIZATIONAL STRUCTURE

Since the Tax Collection Section of Assessment and Taxation will be assuming some of the functions of Tax Title, some organizational accommodations need to be made. The following is a proposed organizational chart reflecting the changes:

### ORGANIZATIONAL CHART TAX COLLECTION, DIVISION OF ASSESSMENT AND TAXATION



The following displays the structure that remains in Facilities Management:



### WORK PLAN

A preliminary work plan, with estimated start and completion dates has been prepared for major activities. This plan is also included in the appendix ("D"). Each major activity, displayed in the plan, will have many sub-activities. A plan with more detail will be available upon authorization of the proposed direction set forth in this proposal.

## COST ESTIMATES

In order to provide effective management for the tax title functions to be assumed by Assessment and Taxation, a current Operations Supervisor Position will be upgraded to an Operations Administrator position will be opened. Estimated increase for this upgrade would be \$7,800

An OA 2 position will be created in Tax Collection/Foreclosed Property Management. This position will be responsible for setting up and maintaining accurate records of property disposition. Estimated cost of this position will be \$24,800.

Some minor moving costs and installation of telephones is assumed. In addition there may be some systems analysis and reprogramming costs to assure adequate cost tracking and reporting systems. The estimated amount for the moves, telephone costs and programming is estimated at approximately \$6,000.

There will be no additional costs for Facilities Management.

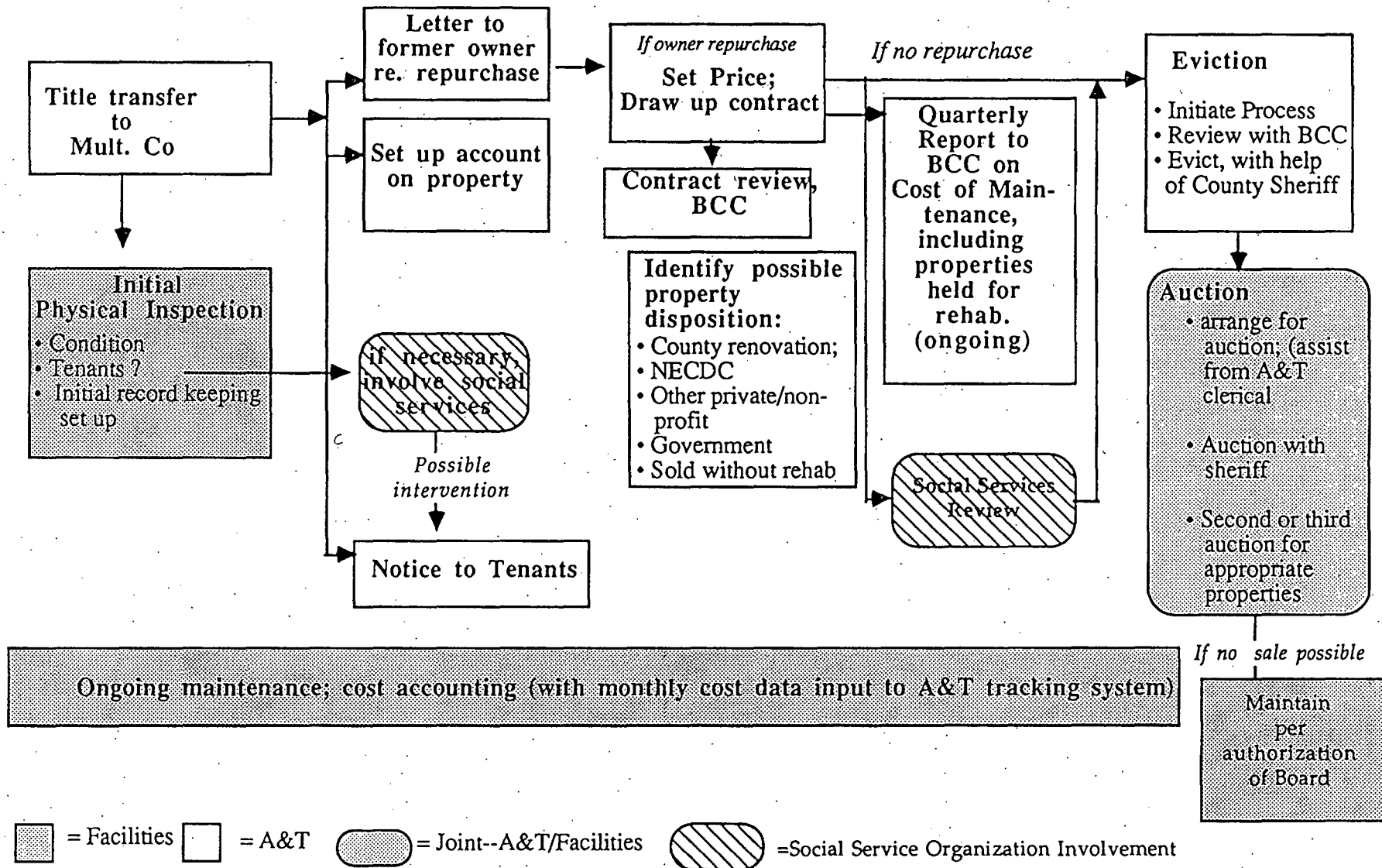
The total estimated cost of the transfer and upgrading of functions (to meet statutory, ordinance and audit requirements) will be approximately \$ 38.5 K.

There will be no overall increase in management/supervisory staff.

## APPENDIX A

### REALIGNMENT OF TAX FORECLOSED PROPERTY FUNCTIONS

# REALIGNMENT OF TAX FORECLOSED PROPERTY FUNCTIONS

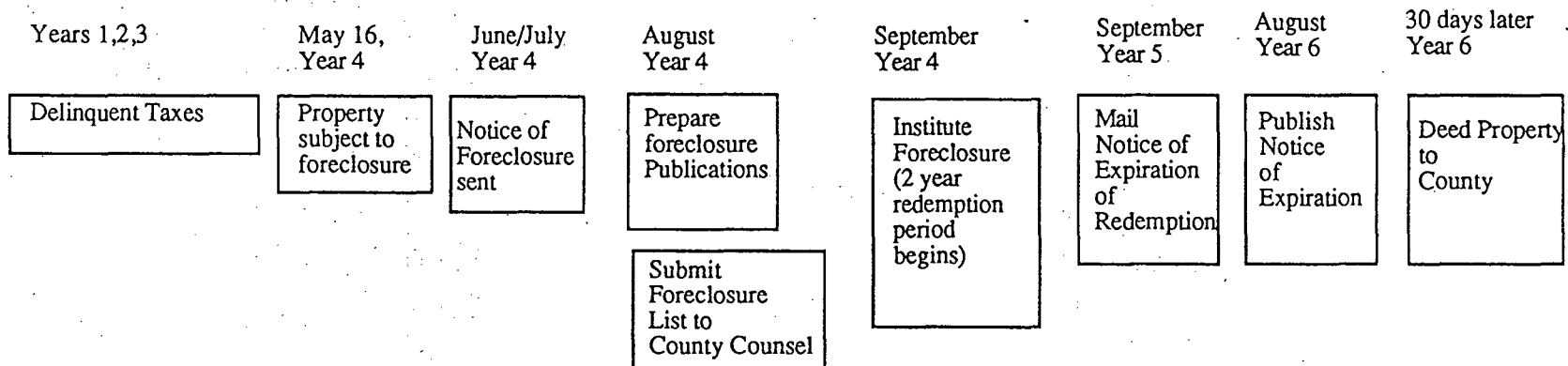


APPENDIX B

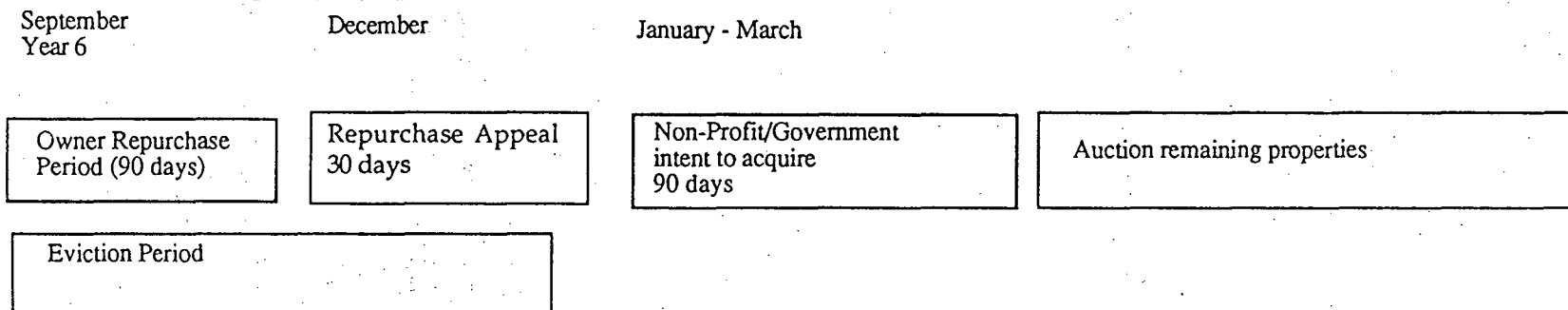
TAX FORECLOSURE  
& PROPERTY DISPOSITION

## Tax Foreclosure & Property Disposition

### Tax Foreclosure



### Foreclosed Property Disposition



## APPENDIX C

### TAX FORECLOSURE PROCEDURAL ISSUES



## TAX FORECLOSURE ISSUES

TIMING/EVENT	ISSUE	TYPE OF ISSUE	RESOLUTION NEEDED
Prior to foreclosure	Can we identify and address problems of a social nature—elderly, incapacitated, etc.—so that appropriate social programs can be contacted to avoid foreclosure	Legal/social	<ul style="list-style-type: none"> <li>• Review of legal options</li> <li>• Establish Social Service focal point/contact person</li> <li>• Internal procedures for identifying and contacting</li> </ul>
	Can we remedy some waste and abandonment problems prior to actual foreclosure	Legal/procedural	<ul style="list-style-type: none"> <li>• Review legal options</li> <li>• Procedure for contacting appropriate agency</li> </ul>
Deed transfers to County	Timeliness of deed transfer	Procedural/legal	<ul style="list-style-type: none"> <li>• Develop concurrent activities—notification of former owner prior to having deed</li> </ul>
	Determine appropriate properties for rehab	Policy/Procedure	<ul style="list-style-type: none"> <li>• County to have clear policy (with criteria) for rehab; expedite procedure for identifying suitable property</li> </ul>
	Timely disposition of property	Procedural	<ul style="list-style-type: none"> <li>• System for categorizing property--non-profit, etc.; monitoring and control system</li> </ul>
	Scheduled regular maintenance	Procedural	Same as above
	Identify if owner occupied	Procedural	<ul style="list-style-type: none"> <li>• Establish system (included in above) to visit improved residential properties, first.</li> </ul>
	Identification of situations where social service help is needed	Procedural/social	<ul style="list-style-type: none"> <li>• Criteria for asking for assistance; contact person(s)</li> </ul>

## TAX FORECLOSURE ISSUES

Repurchase (by former owner) period	<p>Timely contact</p> <p>Who is eligible? Will we continue to allow a repurchase of a repurchase?</p> <p>What criteria for financial ability should be considered?</p> <p>Requirements for fire insurance; fixing code violations, etc.</p> <p>If we deny a purchase, what is the appeal process?</p>	Procedure	(see above, item on contacting prior to having deed)
		Policy/legal	• Research legality; board policy
Contract Purchase (or repurchase)	<p>What grounds do we use to cancel contracts</p> <p>What is considered a default?</p>	Legal/policy	Same as above
		Legal/policy/ procedure	Same as above
Notification of gov't. agencies (of land availability)	Timely, documented notification	Legal/procedural	• Review laws; establish procedure; keep records
Non-profits	Should there be criteria for intended use?	Policy	Review existing policies, Board decision
	<p>How long should we hold property for non profits? Who pays maintenance?</p> <p>How many properties?</p>	Policy	Board Policy; records to show cost of maintenance
	When should we revoke?	Policy	Board policy, criteria, procedure to be established (including appeal process) and records kept (presented to BCC, quarterly)

## TAX FORECLOSURE ISSUES

Public Auction

Should we allow contract sales? Under what conditions?

Policy/Procedure    Examine current situation?  
Are there alternatives?

How

How should county deal with properties that cannot be sold (spite strips, contaminated, etc.)

Policy    Board Policy needed; research legal issues  
(conveying ownership, etc.)

## APPENDIX D

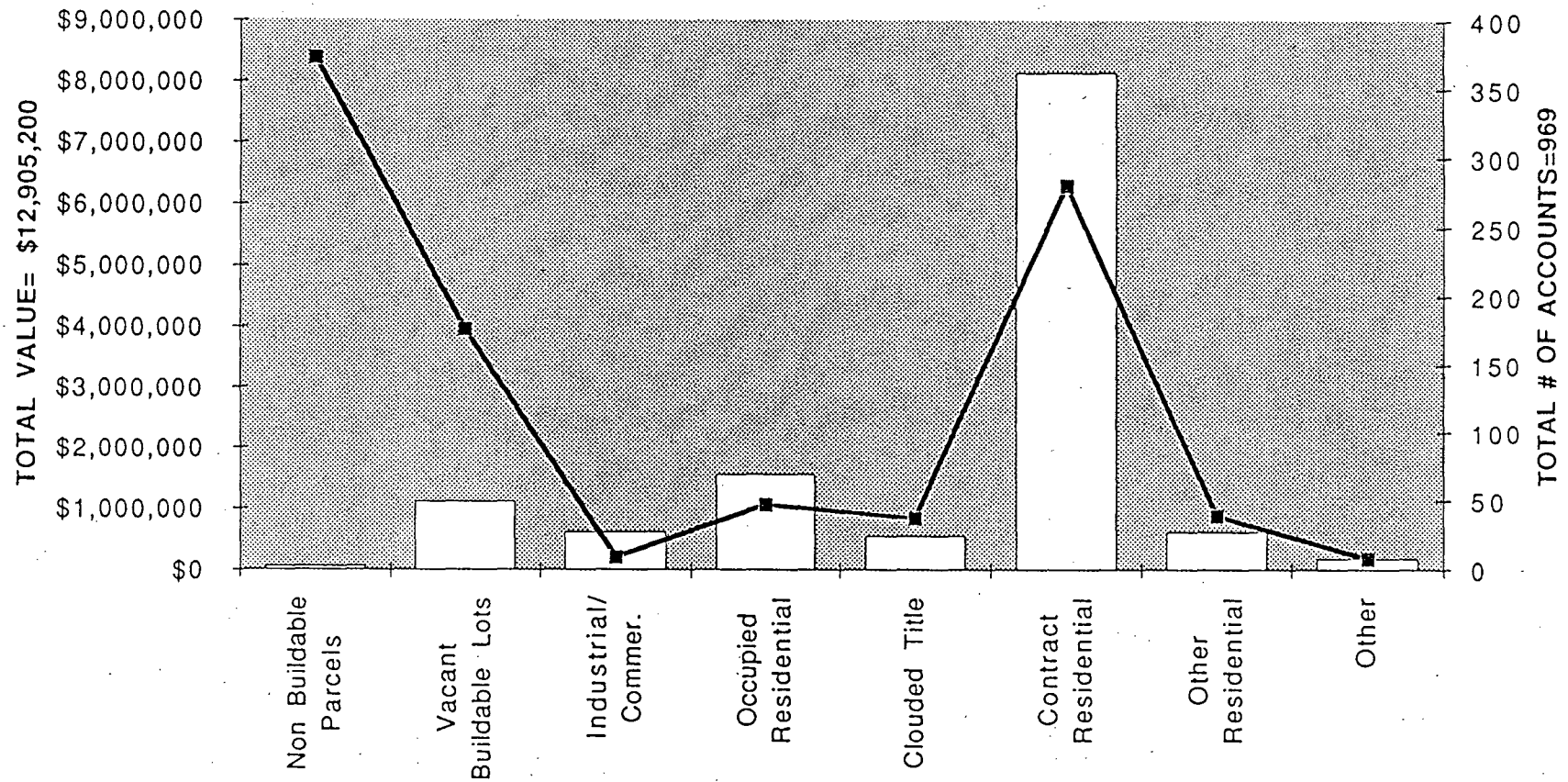
## WORK PLAN

# Tax Foreclosure Property Management Work Plan

ACTIVITY	ORGANIZATION RESPONSIBLE	START DATE	ESTIMATED COMPLETION DATE
1. Authorization to realign functions	Board/DES Mgt.	6-Jul-93	8-Jul-93
2. Identification of Policies needing development/ revision; policy direction (including defining roles--A&T, Facilities, Social Services	Board/DES Mgt.	8-Jul-93	31-Jul-93
3. Staffing changes	A&T	9-Jul-93	30-Aug-93
4. Policy development; ° Policy defined ° Procedures identified	A&T (where appropriate Board/ DES review & Authorization)	19-Jul-93	30-Oct-93
5. Legislative/Ordinance Review (Where appropriate, revision of ordinances)	DES Admin Board	9-Jul-93	30-Sep-93
6. Review of Current Accounting Systems; improvement if necessary	A&T (possible ISD support)	20-Jun-93	30-Nov-93
7. Establishment of Management Controls & Monitoring Systems	A&T/Facilities Mgt.	19-Jul-93	30-Oct-93
8. Development of quarterly tracking report ( for distribution to BCC)	A&T/facilities Mgt.	19-Jul-93	30-Nov-93

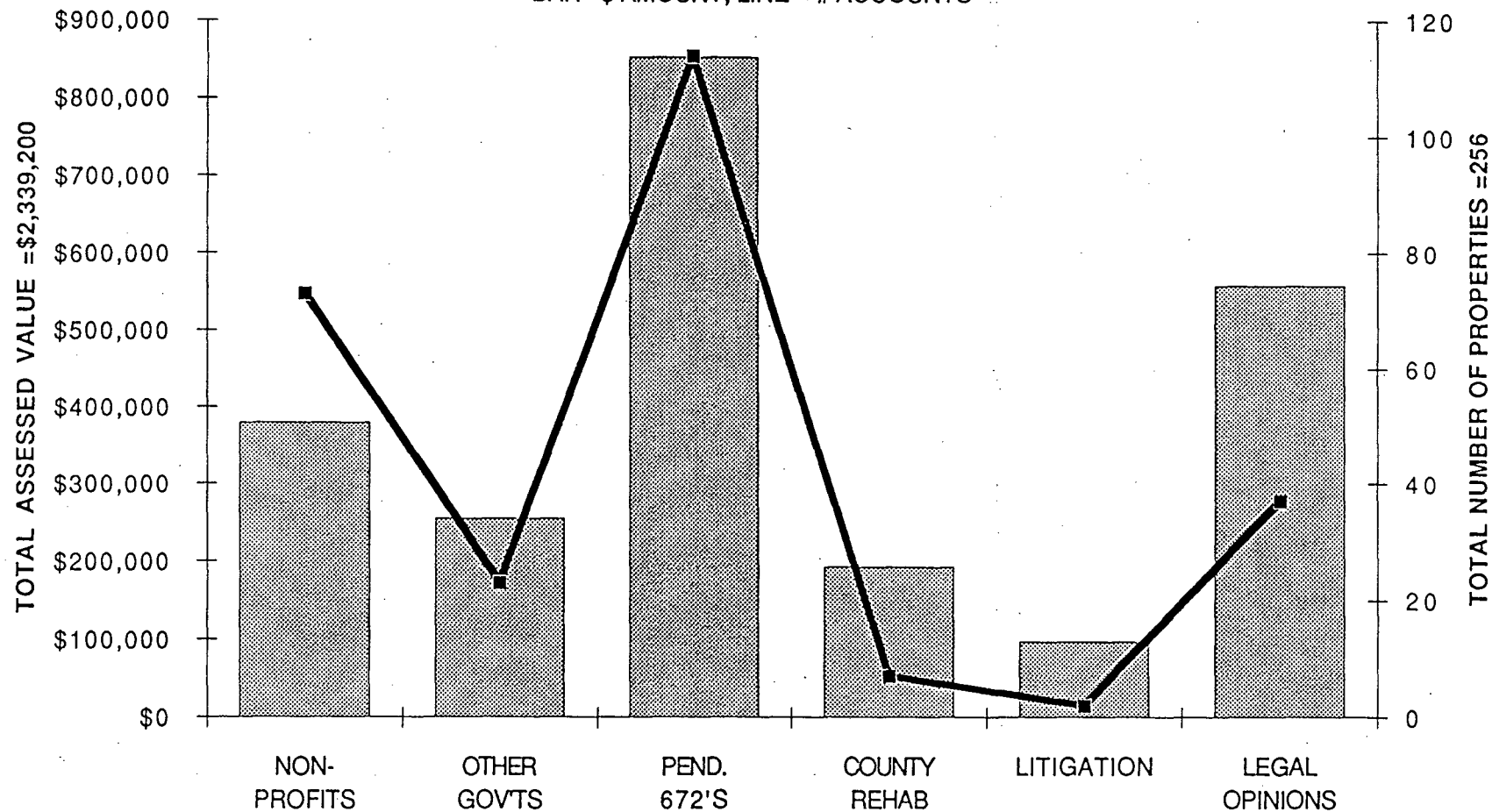
## PROPERTY VALUE BY TYPE (& NUMBER OF ACCOUNTS)

Bar = type of property; line represents # of accounts



# CURRENT PROPERTIES PENDING "OTHER" DISPOSITION

BAR= \$ AMOUNT; LINE = # ACCOUNTS



tax-ord

TAX TITLE ORDINANCES

7-06-93

Multnomah County

A C T I V I T Y

	560	577	613	630	672	685	703	753	769
REPURCHASE PROCESS	8/87	.....	.....	.....	.....	.....	.....	.....	6/93
CONTRACT REPURCHASE STANDARDS	8/87	.....	.....	.....	.....	.....	.....	.....	6/93
REPURCHASE PRICE	8/87	.....	.....	.....	.....	.....	.....	.....	.....
CONTRACT REPURCHASE DENIAL APPEAL PROCESS	8/87	.....	.....	.....	.....	.....	.....	.....	.....
INDIGENT OCCUPANT REPORT TO B.C.C.	8/87	.....	.....	.....	.....	.....	.....	.....	.....
D.E.S. SUBSTITUTED FOR SHERIFF	.....	6/88	.....	.....	.....	.....	.....	.....	.....
TRANSFERS TO OTHER GOV'T AGENCIES	.....	6/88	4/89	.....	12/90	6/91	11/91	3/93	.....
TRANSFERS TO NON-PROFITS	.....	.....	.....	.....	12/90	6/91	11/91	3/93	.....
WASTE/ABANDON:FORFEITURE OF REDEMPTION	.....	.....	.....	.....	11/89	.....	.....	.....	.....



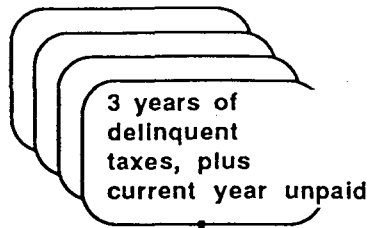
**PROPOSED PROCESS FOR ESTABLISHING BCC POLICY**  
**ON TAX TITLE PROGRAM**

OK/  
BOARD  
CONSENSUS

1. Staff will submit to Board members draft policy statements on identified issues\*\*, in writing, no later than July 31, 1993.
2. Board members will submit written response to draft policies to DES to later than August 13, 1993.
3. Staff will schedule Board work session to achieve BCC consensus on those issues on which there is not Board agreement (i.e., at least 3 votes) no later than September 2, 1993.
4. Ordinance amendments, reflecting current Board policy, will be submitted no later than September 30, 1993.

\*\* With the exception of those issues involving transfer of properties to other governments and non-profits, which need additional time to evaluate and prepare recommendations.

# TAX FORECLOSURE PROCESS



88-89  
89-90  
90-91  
91-92

**MAY 16**

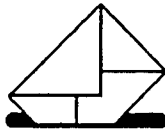
*May 1992*



**PROPERTY SUBJECT TO FORECLOSURE**

**312.010**

**(Subject to Foreclosure 3 years from date of delinquency)**



**Send notice of Foreclosure**  
**(one by regular mail; one certified)**

**312.040**

**LATE JUNE TO  
EARLY JULY**

*June-July  
1992*



*(Prior to publication may pay oldest year, only, to remove from foreclosure)*



**Prepare foreclosure list for Publication**  
**(Daily Journal of Commerce)**

**Submit Foreclosure List to County Counsel**

*August 16, 1992*

*(After publication, must pay oldest year and 5% publication cost to remove from foreclosure)*

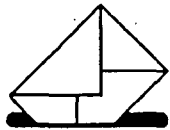


INSTITUTE  
FORECLOSURE  
(Two Year  
Redemption  
Period Begins)

SEPTEMBER 16

September 16, 1992

(Now in redemption period,  
and must pay all taxes  
and publication costs  
over next two years to  
avoid having property  
deeded to county)



MAIL NOTICE  
OF EXPIRATION  
OF REDEMPTION

SEPTEMBER  
(Of following  
year)

September 16, 1993



PUBLISH NOTICE  
OF EXPIRATION

One year  
later

August 16, 1994

DEED PROPERTY  
TO COUNTY;  
CANCEL TAXES ON  
TAX ROLL

30 DAYS  
LATER

September 16, 1994

other  
governments  
& housing  
entities

90 day repurchase

sheriff's sale

## MISSION

To Manage the Tax Foreclosure Process in a way that  
maximizes the collection of delinquent taxes and  
assures the timely disposition of <sup>PROPERTIES</sup> transferred <sup>THROUGH FORECLOSURES</sup> properties  
in a manner that benefits the public good

## VALUES

We value:

- Sensitive/humane treatment of those affected by foreclosure process;
- Fiduciary accountability to the public & other taxing jurisdictions;
- Informed decision making that supports established County policies (~~& statutes~~) <sup>Delete</sup>
- Fair/equitable/consistent access to the process
- Statutory integrity

ADD<sup>o</sup>

- ADDRESS LIABILITY/RISK management
- PUBLIC GOOD/PROCESS & PROPERTIES
- TIME FRAME SHORTENED / FORECLOSURE PROCESS
- GOOD NEIGHBOR

## UNDERLYING ASSUMPTIONS

The Board wishes to:

- OK- • Continue <sup>a</sup>the repurchase program;
- Continue the non-profit program(s);
- Provide adequate maintenance of property for which the county has responsibility;
- Maximize revenues of properties sold through tax foreclosure;
- Support the use of tax foreclosure resources to prevent deterioration of neighborhoods;
- OK- • transfer the cost of maintenance and property liability to other governments and/or non-profit organizations when properties are <sup>DEEDED</sup> ~~transferred~~ to these organizations;
- Pursue eviction only as a last resort;
- Affirm that the county is not in the landlord business.

GOALS (and/or objectives)

*°°°°Prior to deed foreclosure*

- 1) Taxes will be collected in a timely manner;
- 2) Social Services will provide early identification/  
intervention where a social service need exists;
- 3) Expeditious foreclosure of properties will proceed  
when a property has been identified as in a state of  
waste & abandonment;

*°°°°°After deed foreclosure*

- 4) A repurchase process will be implemented that is:
  - Clearly understood
  - Consistently & fairly applied
  - Minimizes county risk
  - Has appropriate return of revenue;

(Goals, continued)

- 5) There will be expeditious identification & transfer of properties to government and/or private-non-profits that minimizes the cost/risk to the county & maximizes public good;
- 6) The county will maintain those properties it holds, to meet reasonable community standards;
- 7) There will be expeditious auctions of the remaining marketable properties;
- 8) The board will develop a realistic policy for dealing with non-marketable properties;



## **ISSUES & PROPOSED POLICY**

Issue: Should the county rehab properties?

Policy: Rehabs should only occur as a result of a sheriff's program that is authorized by the BCC. Criteria for the choice of properties/situation should include:

- Type of rehab--cosmetic only (not properties requiring major construction);
- Property that has the likelihood of a high rate of return (on effort);
- An environment where safe work habits can be insured;
- Supervision that assures safety for the community, the commanding officer, the work crew.

Issue: Eviction of unauthorized occupants--

- 1) former owners, eligible to repurchase;
- 2) current tenants, not eligible to repurchase;
- 3) other occupants.

Policy: A notice of planned eviction, explaining county

policy, will be mailed to all tenants. OCCUPANTS AT TIME DEED IS TRANSFERRED TO COUNTY.

Policy: Social Services (upon notification by A&T of possible tenants) will be responsible for making a social service determination.

Different policies must be in place for the different tenants:

Former owners, eligible to repurchase:

Policy: Allow them to remain on property, if:

- °°they have signed a commitment to repurchase;
- °°there is a repurchase contract being processed;
- °°they have signed an indemnification of the county.

°° property determined to be safe

Current Tenants, not eligible for repurchase:

Policy: timely notification of evictions; eviction in 30 days.

Other Occupants:

Policy: immediate eviction (prudent care must be taken, and in most cases the eviction process will involve a member of the sheriff's department).

Issue: Who is eligible for a repurchase contract?

Policy: Reference Ordinance 769

Issue: Will the county allow a repurchase of a repurchase?

Policy: No (existing policy)

Issue: What standards will be set for the repurchase contract?

Policy: Reference Sandy Duffy Memo (6/17); must have commitment within 30 days

(continued)

Policy : (reference Commissioner Hanson's memo 6/4)

- *collect taxes in advance*--"no" current case law requires interest on monies held by a contractor
- *require county approvals on rental arrangements*--"no;" must be owner occupied during repurchase period; will allow for hardship exceptions to be made by department director
- *Fire insurance*--"yes"
- *Code violations corrected in 180 days*--"no" administrative cost for investigation
- *Hold contract purchaser to maintaining reasonable maintenance*--"yes"
- *Assignment of ownership*--"yes"
- *Outstanding code violations*--"no"
- *Buyers of unoccupied properties*--"no"

Issue: Should there be appeal process for denied repurchases?

Policy: "Yes"; reference Sandy Duffy memo 10/92

Issue: Should grounds exist for canceling contracts?

Policy: "Yes"; reference Sandy Duffy memo 6/17

Issue: Many issues about non-profits (e.g. timely commitment; liability; intended vs. actual use; cost of maintenance, etc.)

Policy: This is an extremely complex area, and an area relatively new to the county. No recommended policy at this time, due to insufficient data, however it is recommended that there be an evaluation of the entire non-profit process.

Issue: Should we continue contract sales at auction?

Policy: "Yes." Existing procedures seem adequate (no history of problems)